KYOCERA
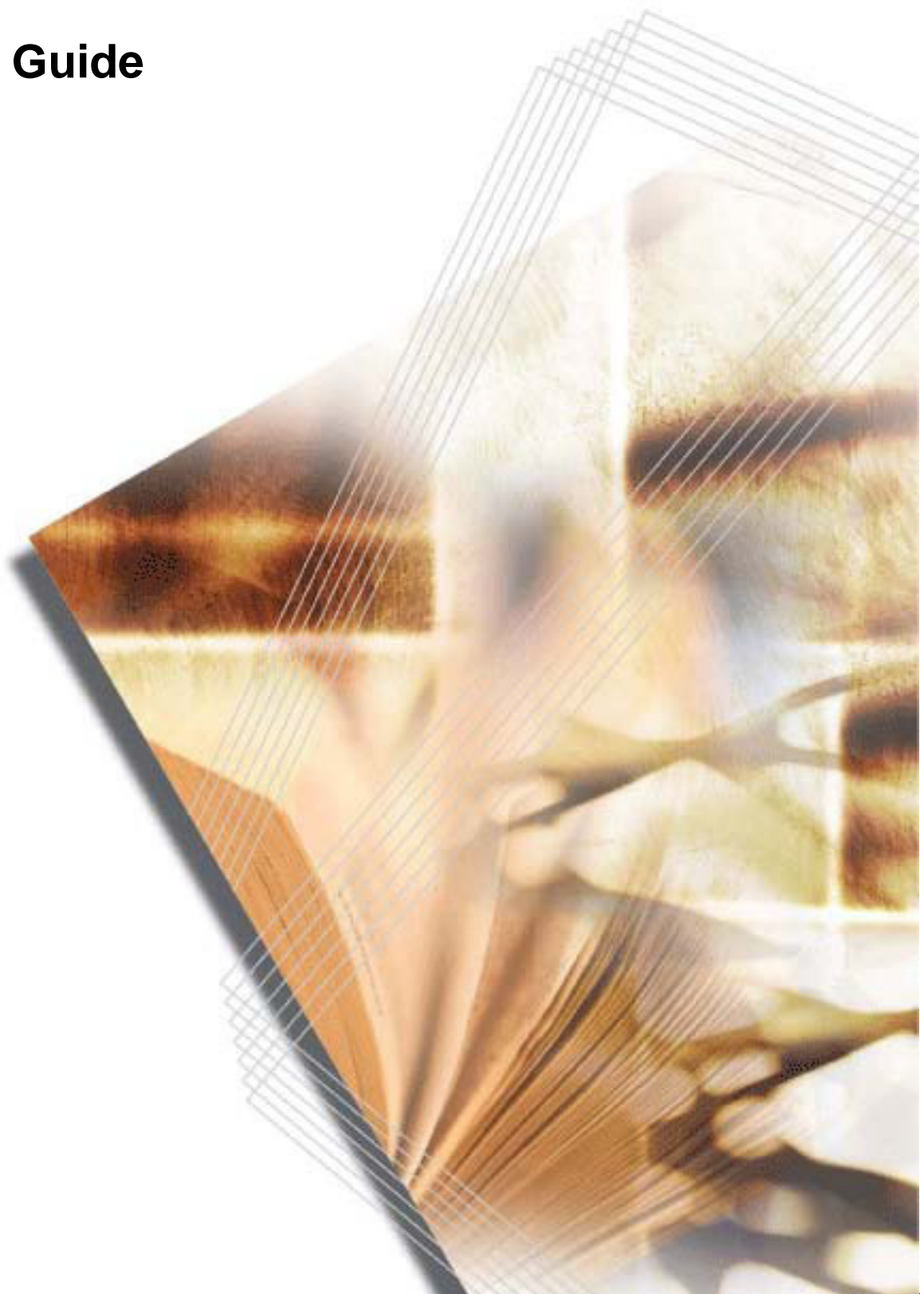
KX Driver
Version 4.1

User Guide

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Examples of the operations given in this guide support the Microsoft Windows XP printing environment. Essentially the same operations are used for Microsoft Windows 95/98/Me/2000 environments.

Models supported by the KX printer driver

Copier/ MFP	FS- 1018	KM- 4030	KM- C830	CS- 1650
	FS- 1118	KM- 4035	KM- C830D	CS- 1815
	KM-1530	KM- 4530	KM- C850	CS- 2050
	KM- 1650	KM- 4050	KM- C850D	CS- 2550
	KM- 1815	KM- 5035	KM- C2520	CS- 3050
	KM- 2050	KM- 5050	KM- C2630	CS- 4050
	KM- 2530	KM- 5530	KM- C3225	CS- 5050
	KM- 2550	KM- 6030	KM- C3232	CS- 6030
	KM- 3035	KM- 6330	KM- C4008	CS- 8030
	KM- 3050	KM- 7530		
	KM- 3530	KM- 8030		

Printers	CS-1820	FS- 1920	FS- 9500DN
	FS- 820	FS- 3800	FS- 9520DN
	FS- 920	FS-3800PDL3	FS- 9530DN
	FS- 1010	FS- 3820N	FS-C8100DN
	FS- 1020D	FS- 3830N	FS-C5010DN
	FS- 1030	FS- 6020	FS- C5016N
	FS- 1800	FS- 6026	FS- C5020N
	FS- 1800+	FS- 9100DN	FS- C5030N
	FS- 1900	FS- 9120DN	FS- C8008N
		FS- 9130DN	FS- C8026N
			KM-1820

The explanatory screens shown in this guide may differ from your printing system.

Table of Contents

1 Installation

A printer driver is an application that sends documents to a printing system. Install the printer driver from the supplied CD-ROM. Once the printer driver is installed, you can use it to configure variety of printing system settings.

Note: In Windows XP or 2000, you must be logged on to the system with administrator privileges to install the printer driver.

When installing the printer driver, you must specify the connection method and port. Once the printer driver is installed, you can add more components. For detailed information on installing components, see *Installing Optional Components* on page 1-12.

1 The **Welcome to the Kyocera Printer Installation Wizard** appears. Click **Next**.
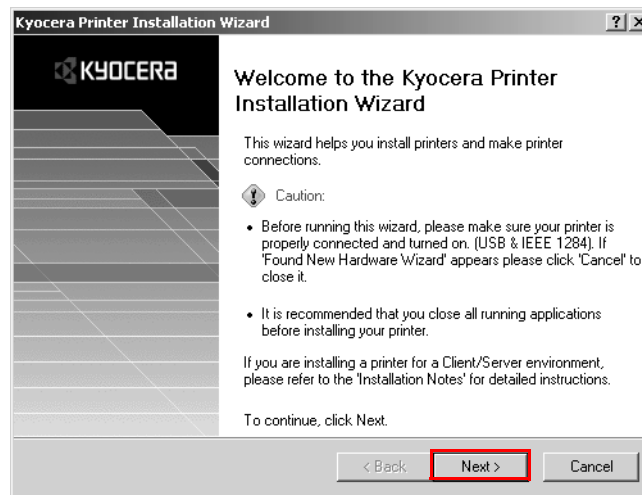
2 The **Local or Network Connection** page appears. Select **Local connection,** and click **Next.** For a Network connection, proceed to *Network Connection* on page 1-5.
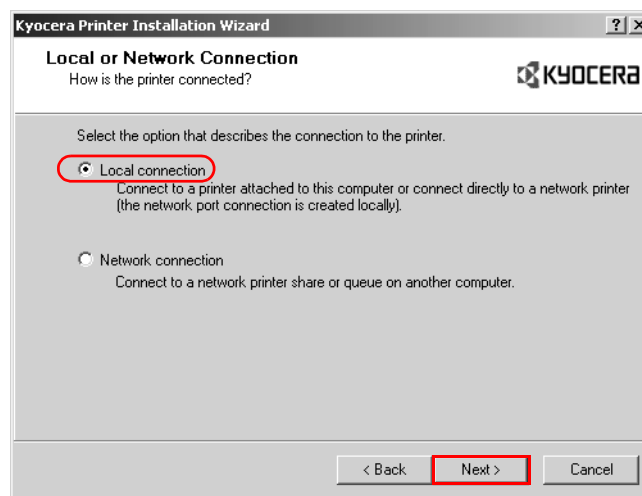
3 The **Select Printer Model** page appears. From the list, select the **Manufacturer** and corresponding **Printers** to install, and click **Next**.

1-2
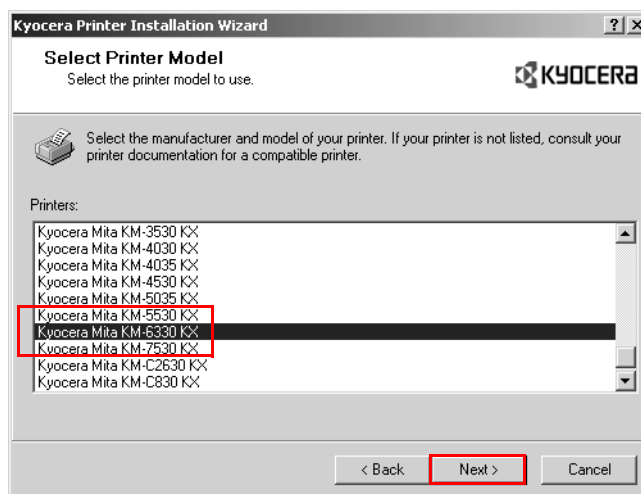
- If the **Found New Hardware** page appears, click **Cancel**.
- If the **Hardware Installation** warning dialog box appears, click **Continue Anyway**.

- If the **Network Printer Port Monitor** page appears, select **Yes** to install an e-mail printer port for network printing and click **Next**.
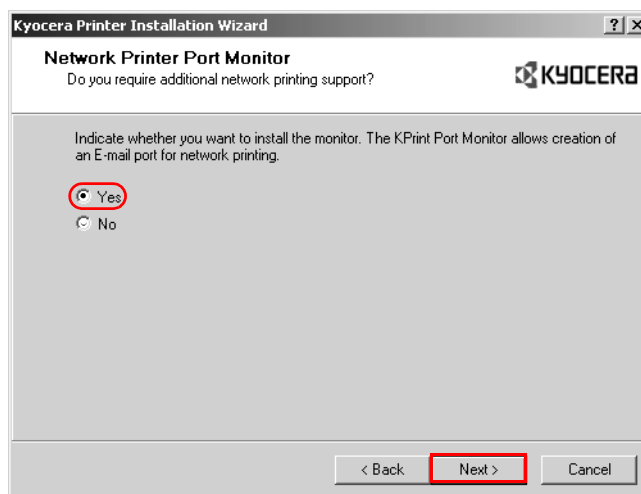
4 The **Select the Printer Port** page appears. If the port you want to use appears in the **Use the following port** list, select the port, click **Next**, and then proceed to *step 7* on page 1-10.

Connections

If you are connecting your printer to your computer with a parallel cable, from **Use the following port**, select **LPT1**, then click **Next**, and then proceed to *step 7* on page 1-10.
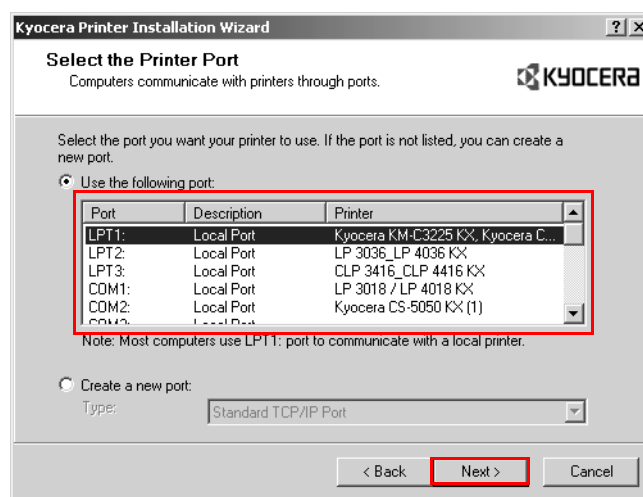
If the port is *not* in the list, select **Create a new port**, select the port type from the menu, and click **Next**.
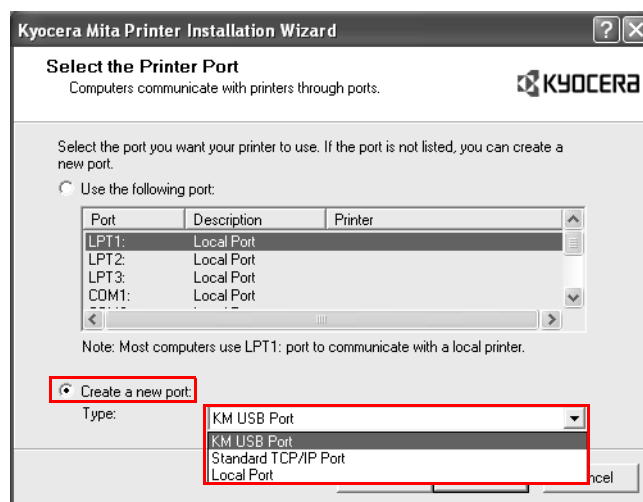
To create a network port, see *Create a New Network Port for LPR* on page 1-6 or *Create a New Network Port for IPP* on page 1-8.

USB Port

1 If there are no USB ports listed under **Use the following port**, from the **Create a new port** list, select **KM USB Port**, then click **Next**.
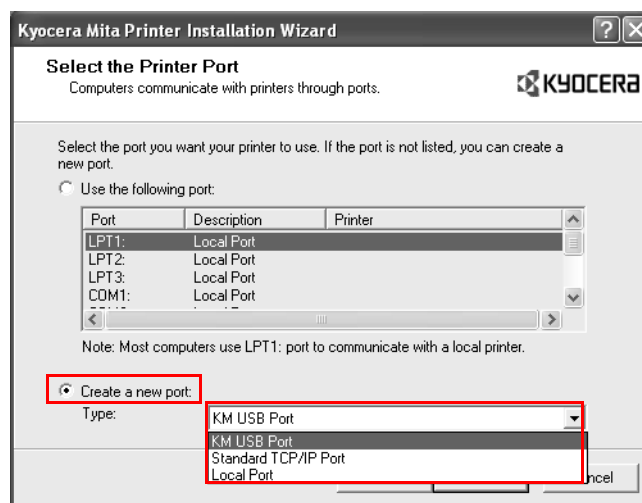
2 The **KM USB Port monitor** dialog box appears. Confirm the **Port name** and click **Advanced**.
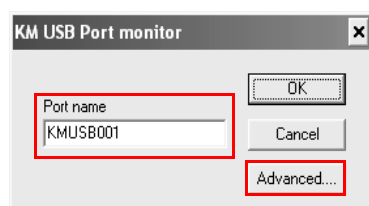
3 The **Serial number** list appears. Confirm the serial number and click **OK**.
If the **Serial number** list is blank, click **Cancel**. Turn off the printer and return to step 1.
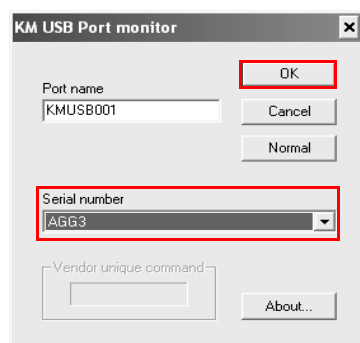
USB port creation is now complete. Proceed to

Network Connection

1 The **Local or Network Connection** page appears. Select **Network Connection** and click **Next**.
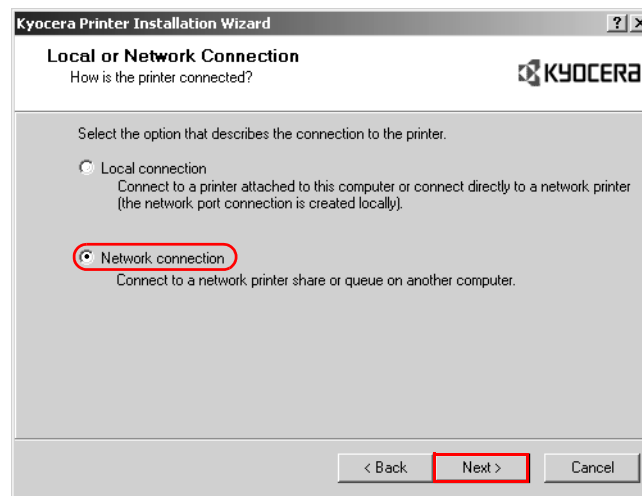
2 The **Locate Your Printer** page appears. Select one of the following search methods:

- **Type the printer name** Leave the printer name blank and click **Next**. All printers available on network servers appear. If you have directly typed in the print server name, click **Next**.

- **Connect to a printer on the Internet or on your intranet** Search by URL for printers that operate with the Internet Printing Protocol (IPP).
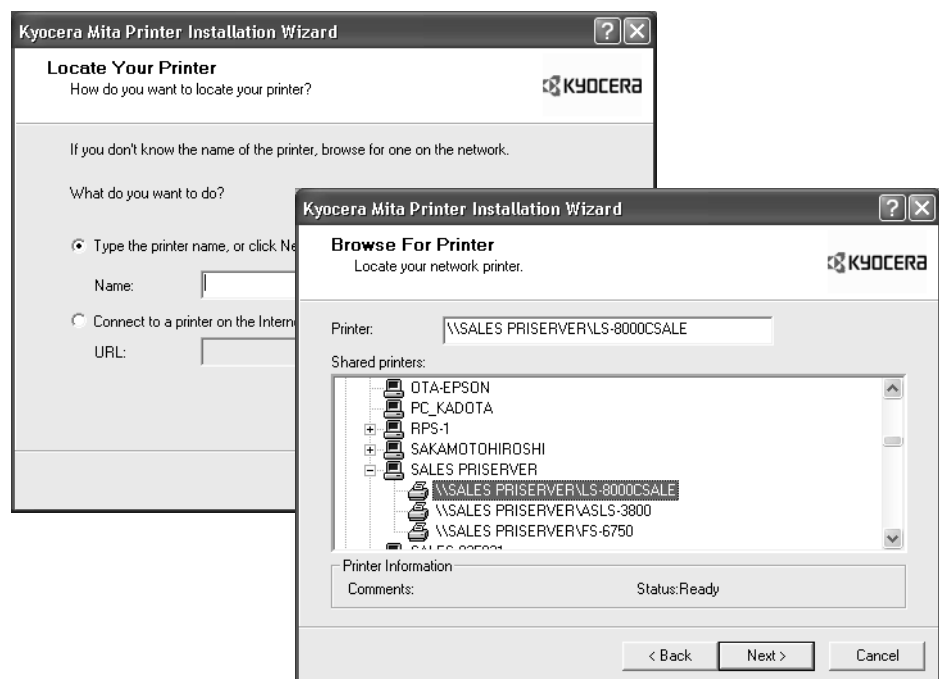
3 Find and select the printer URL and click **Next**.

To print using LPR, see *Create a New Network Port for LPR*, below. To print using IPP, see *Create a New Network Port for IPP* on page 1-8

Create a New Network Port for LPR

1 The **Select the Printer Port** page appears. From the **Create a new port** list, select **KPrint Port**, and then click **Next**.
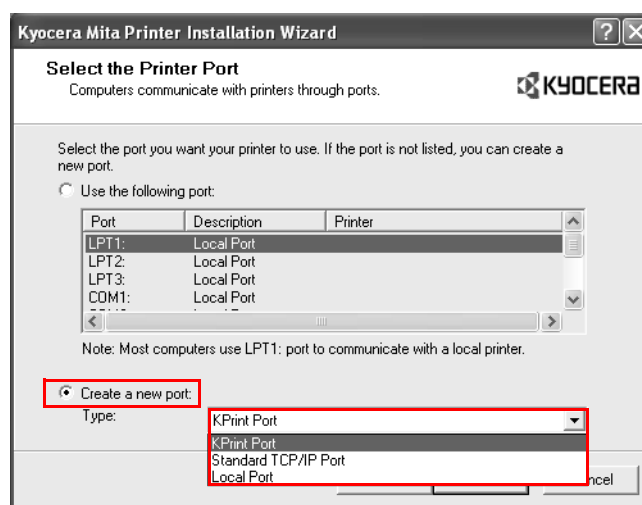
2 The **KPrint Add Port Wizard** page appears. Select **Print using LPR** (Line Printer Remote) and click **Next**.
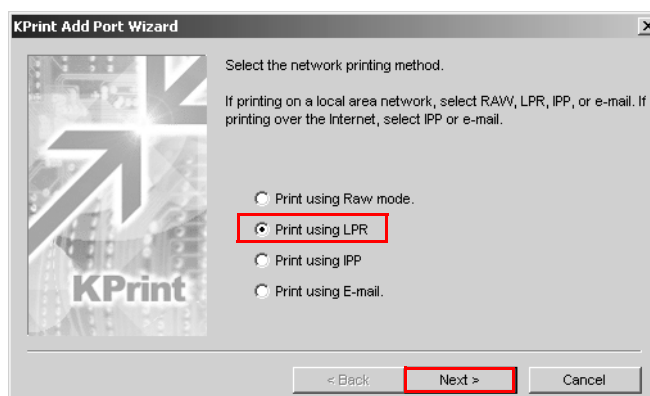
Note: If the **KPrint** utility is installed, the following procedure may differ.

3 In the **Enter the IP address or host name of the print server** page, enter the **IP Address or Host Name** and click **Next**.

4   Click **Search** if the IP Address or Host Name is not known. A list of available network printers appears.
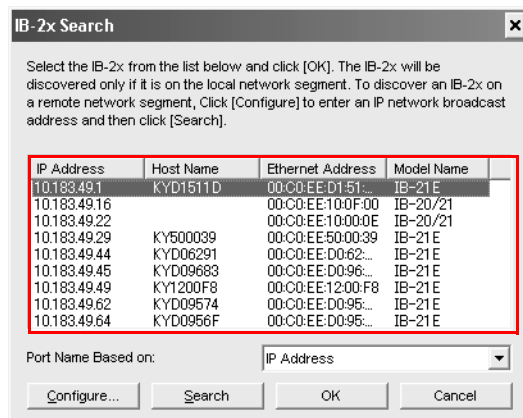
5   Select the network printer, then click **OK**.

6   Click **Next** to continue.

7   Confirm the **Destination printer port name**, and click **Next**.
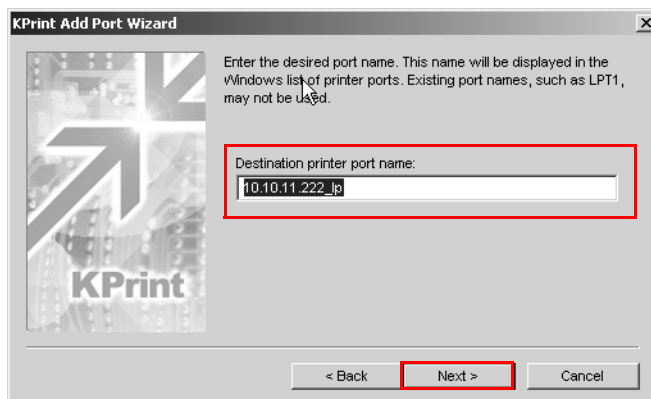
8   Confirm the settings, and click **Finish**.
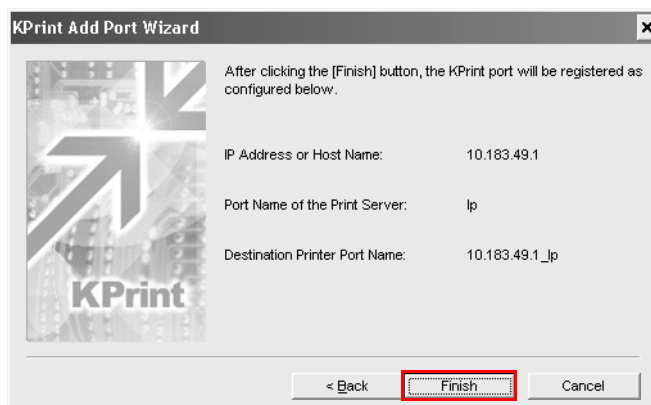
Network port creation is now complete. Proceed to *step 7* on page 1-10.

Create a New Network Port for IPP

1 The **Select the Printer Port** page appears. From the **Create a new port** list, select **KPrint Port**, and then click **Next**.
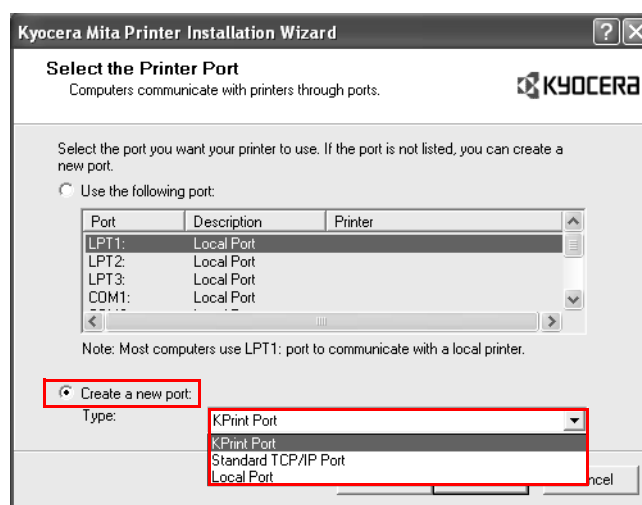
2 The **KPrint Add Port Wizard** page appears. Select **Print using IPP**, and then click **Next**.
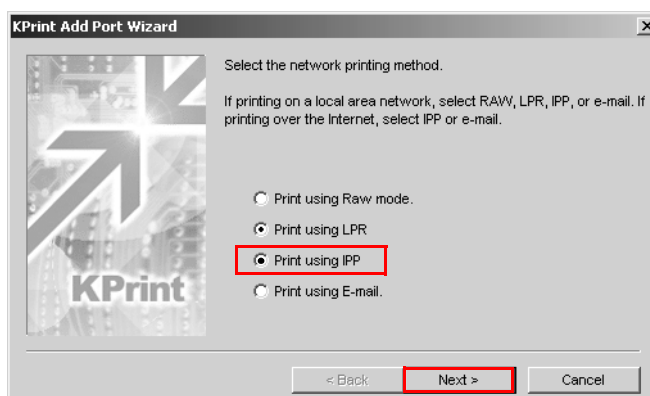
Note: If the **KPrint** utility is installed, the following procedure may differ.

3 Select **Connects using a local area network**, and then click **Next**.
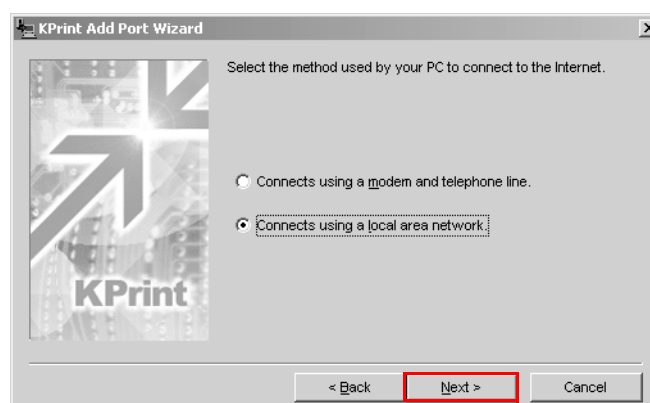
4 Enter the **Printing system URL** and then click **Next**.

Note that the syntax for the URL is
ipp://xx.xx.xx.xxx/printers/lpx (where x can be 1-4).
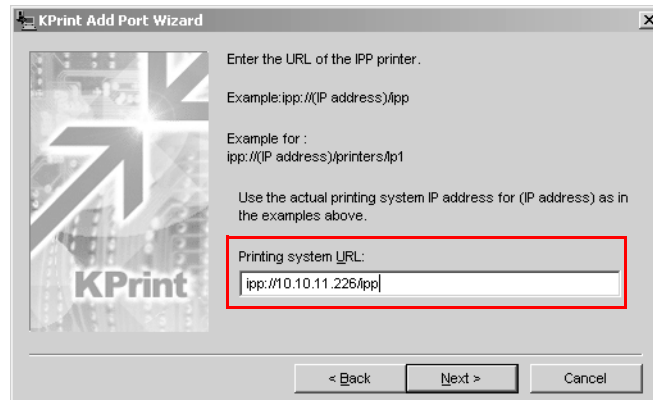
5 On the next page of the wizard, enter a name for the port and then click **Next**, or just click **Next** to accept the IPP address as the port name.
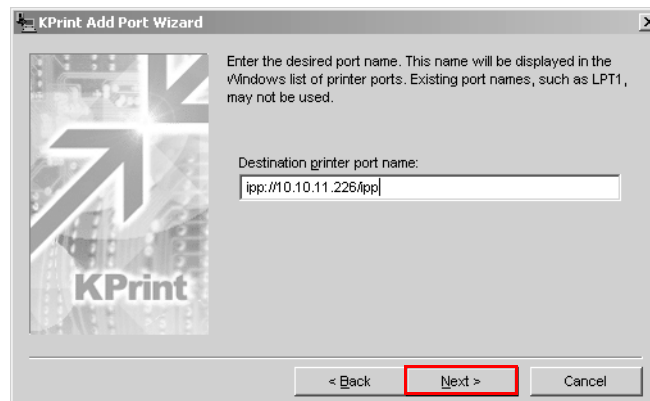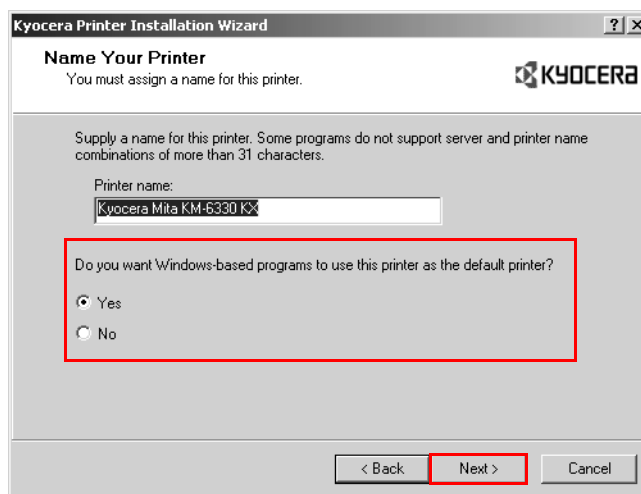
6 Confirm the settings, and click **Finish**.
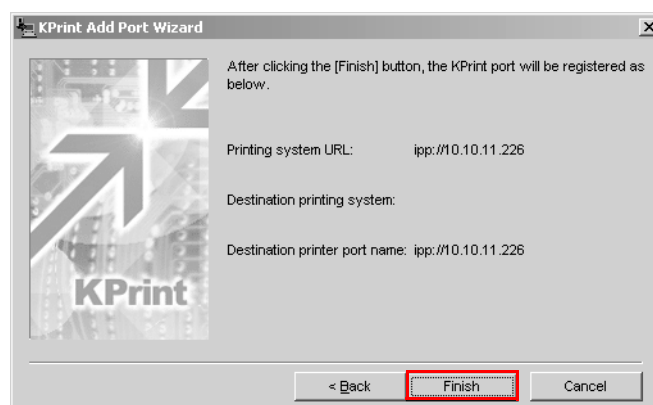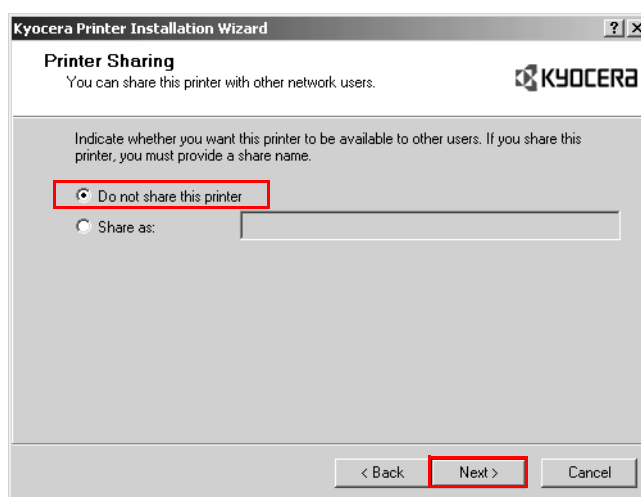
Network port creation is now complete. Proceed to *step 7*.

7   The **Name Your Printer** page appears. Select **Yes** or **No** to use this printer as the default for Windows-based programs. Click **Next**.

8   The **Printer Sharing** page appears. If you do not want to share the printer, select **Do not share this printer,** and then click **Next**.

9   The **Print Test Page** page appears.

- Select **Yes (recommended)** to print a test page to confirm the proper operation of your printer, and then click **Next**. If the test page does not print properly, click **Troubleshoot** to determine the problem.
- Select **No** if you do not wish to print a test page, and then click **Next**.

10 The **Confirm Settings** page appears. Verify the settings and click **Install**. The printer driver installation begins.
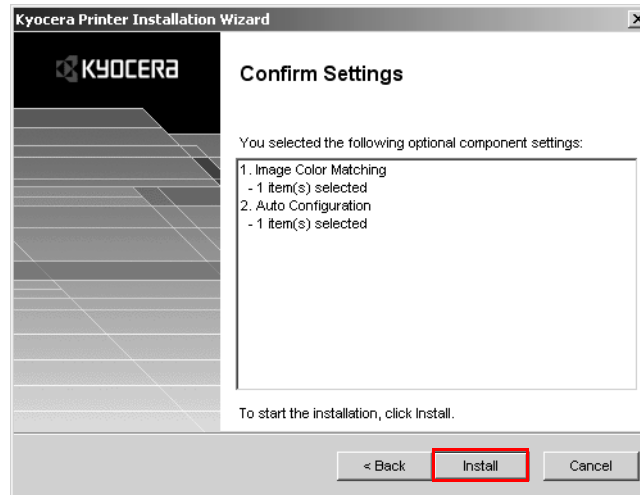
11 Once the installation is complete, the **Printer Installed Successfully** page appears.

- Select **Yes (recommended)** to install optional components and click **Next**. Proceed to *Installing Optional Components* on page 1-12.
- Select **No** if you do not wish to install optional components, and then click **Next**.
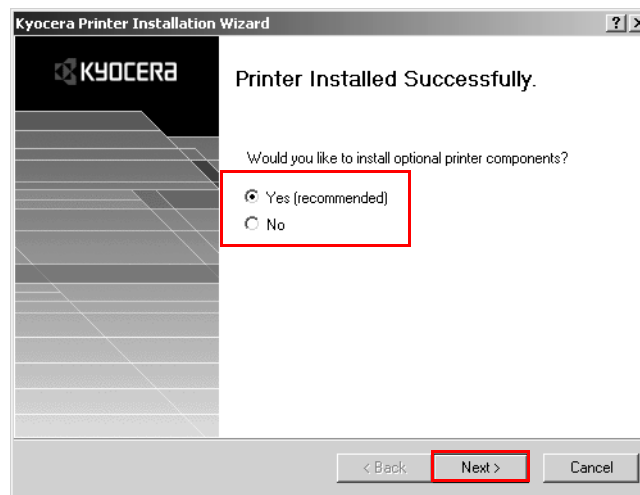
12 Choose from one of the following options:

- Select **Yes** and click **Next** to install additional printer drivers. The **New Printer Installation** page appears.
- Select **No** to complete the installation and click **Finish**.

Installing Optional Components

You can expand the functions of your printer driver by installing optional components that compliment the ways in which you use your printer. Available components may include *Auto Configuration*, *Custom Profiles*, and *TrueType fonts*.

Note: The available components may vary depending on the printer model.

Once the installation is complete, the **Printer Installed Successfully** page appears. Select **Yes (recommended)** and click **Next**.
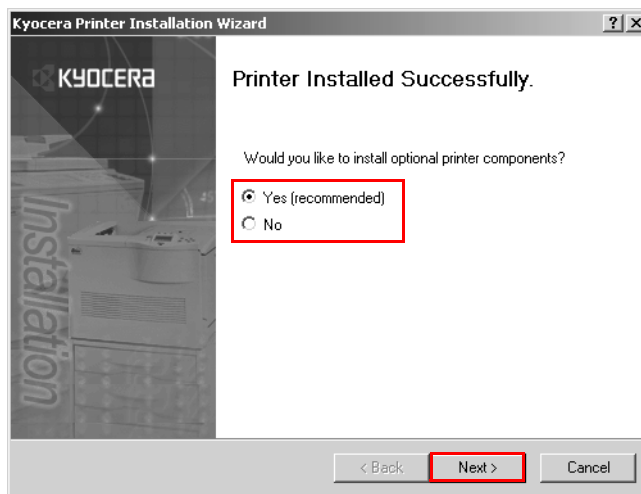
1 The **Select Components** page appears. Select the check box of the components to install, and click **Next**. Follow the instructions on the page to proceed.
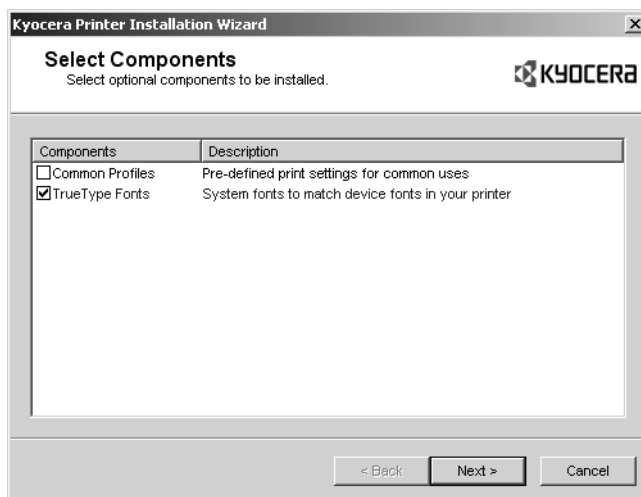
2 The **Confirm Settings** page appears. Verify the selected component items, and click **Next**.

3 The **Select Plug-in Modules** page appears. To install Security Watermark, select the check box, and click **Next**.
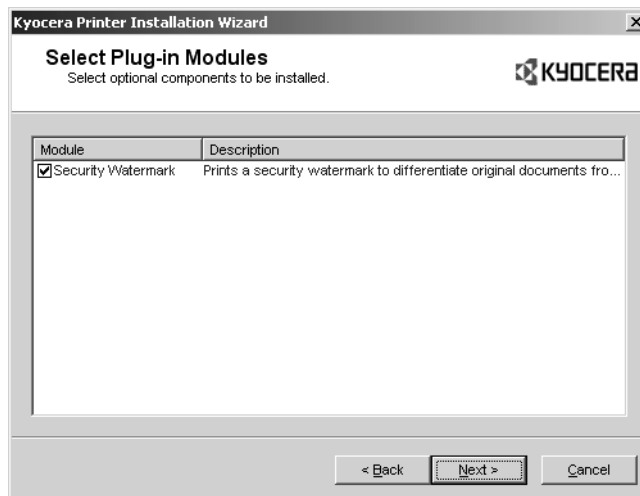
For information on Plug-ins, see *About Plug-ins* on page 1-13. For information on Security Watermark, see *Security Watermark* on page 9-7.

4 In the **Confirm Settings** page, click **Install**.

5 The **Printer Components Installation Completed** page appears. Choose from one of the following options.

- Select **No** to complete the installation, and click **Finish**.
- Select **Yes** to install additional printer drivers, and click **Next**.

When you have completed installing printers and optional components, if prompted, restart your system.

About Plug-ins

A **plug-in** is a small computer program that interacts with a larger program to provide additional functionality. An example is Security Watermark, which is available for Kyocera printer drivers. Installing the plug-in adds Security Watermark functionality to the printer driver, adds a Security Watermark icon to the Advanced tab, and adds the dialog boxes that are used to set up a Security Watermark.

For detailed information on Security Watermark, see *page 9-7*. For instructions on installing the plug-in using the installation program, see *step 3* on page 1-13.

To add or remove a plug-in from the printer driver interface:

1 Click **Start** in the Quick Launch toolbar, and click **Printers and Faxes.** The **Printers and Faxes** window appears.

2 In the **Printers and Faxes** window, choose a printer and right-click its icon. A list appears.
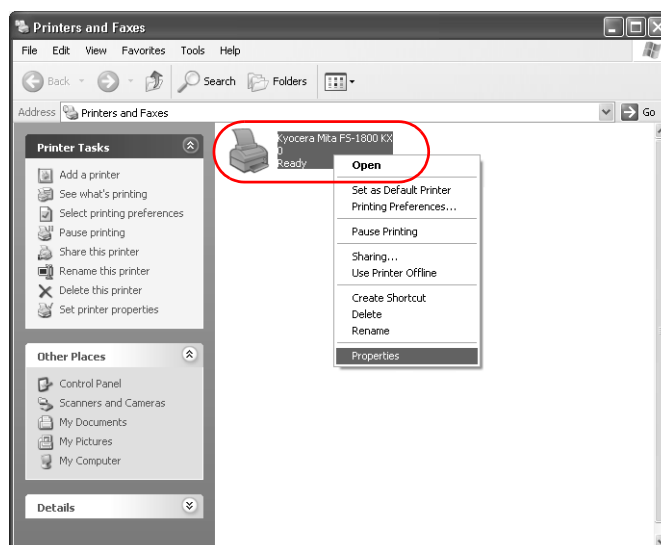
3 Click **Properties** in the list. The **Properties** dialog box appears.

4 Click the **Device Settings** tab, and then click **About**.
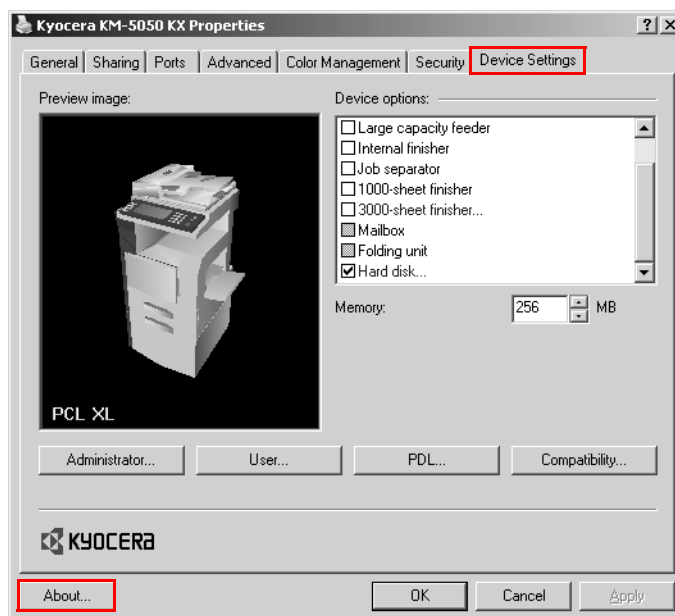
5 In the **About** dialog box, click **Plug In**.
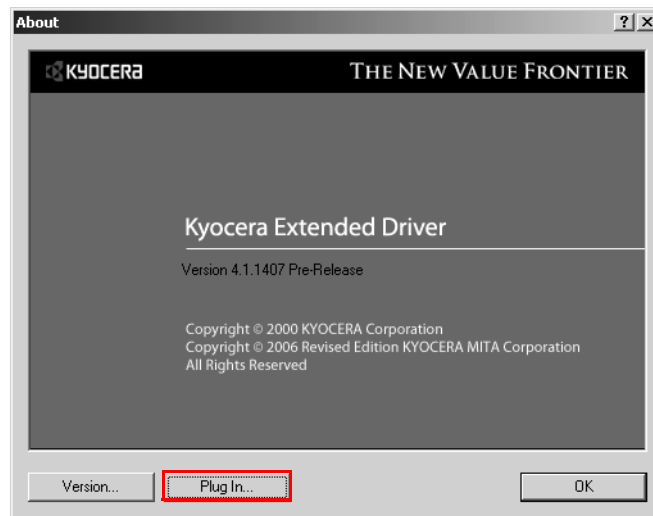
6 The Plug-ins dialog box opens.

- To add a plug-in, click **Add** and select the plug-in file, and then click **Open**.
- To remove a plug-in, select the plug-in check box and click **Remove**. Click **Yes** in the **Remove KX Plug-In** confirmation dialog box.
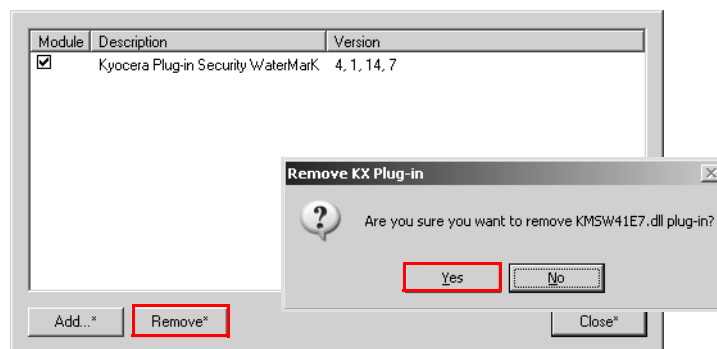
7 Click **Close**.

2 Printer Properties

This chapter explains how to customize the following printer driver settings:

- *Accessing Printer Properties*
- *Installing Optional Devices*
- *User Settings*
- *Page Description Language (PDL)*
- *Administrator Settings*
- *Compatibility Settings*
- *Auto Configuration*

Follow the steps below to set your preferred options as the default settings. These default settings can be changed temporarily when printing from Windows-based applications.

Accessing Printer Properties

1 Click **Start** in the Quick Launch toolbar, and click **Printers and Faxes.** The **Printers and Faxes** window appears.

Windows 98/Me/2000: Open the **Start** menu, and click **Settings** and **Printers** in sequence to open the **Printers** window.

2 Right-click the printer icon in the **Printers and Faxes** window. A list appears.
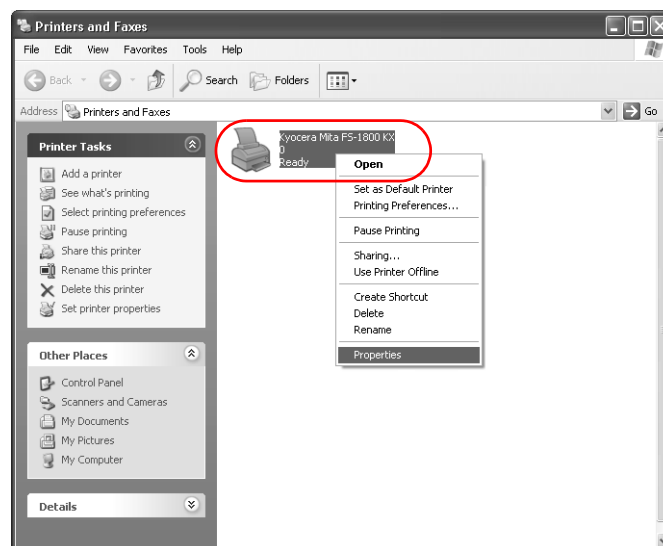
3 Click **Properties** in the list. The **Properties** dialog box appears.

Installing Optional Devices

In the **Printer Properties** dialog box, go to the **Device Settings** tab. For each optional device installed in your printing system, select the equivalent setting under

the **Device Options** list. Depending upon the model, available devices include finishers, paper feeders, side feeders, high-capacity feeders, hard disk and RAM disk, tandem unit, booklet stitcher, and duplex unit. For models connected to a network, the **Auto Configure** button can be used to select all available devices. See *Auto Configuration* on page 2-13 for more information. You can also specify the memory setting, PDL (Page Description Language), settings for the user, administrator settings for passwords and more.

Note: The printer image shown in the **Printer Properties** dialog box and the list of **Device options** will vary depending on the printing system you have.

Device Options

1 Click the **Device Settings** tab.

2 In the **Device options** area of the **Device Settings** tab, select the check boxes for devices installed in your printing system.
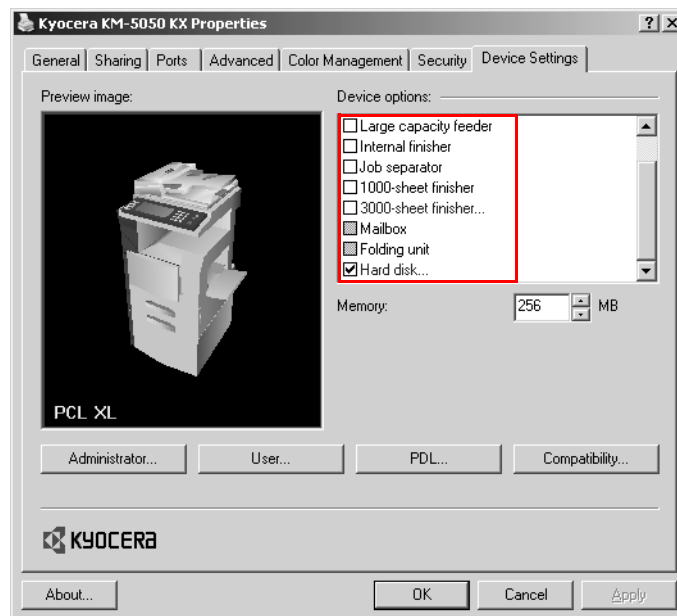
Note: Some devices cannot be installed simultaneously. For example, a finisher and a booklet stitcher cannot be used at the same time. After you have selected a device, other devices will be marked with a red X, preventing the selection of conflicting devices.

When you select the check box of an optional device shown in blue, a sub-dialog box appears with additional setting details. If a device option check box is already selected, double-click the device option to open the sub-dialog box.

The **Hard Disk Settings** dialog box appears if you select the **Hard disk** option, enabling the configuration of Custom boxes. For further details, see *Custom Box* on page 8-2.

3 In the **Memory** box, select the memory capacity of your printing system. This setting is required to optimize the downloading of printing system fonts.

If you don't know the memory capacity of your printing system, you can use Auto Configure so the information can be automatically selected. If Auto Configure is not available, then printing system memory can be seen on the status page. To generate a status page, select this option from operation panel. See *Auto Configuration* on page 2-13 for more information.
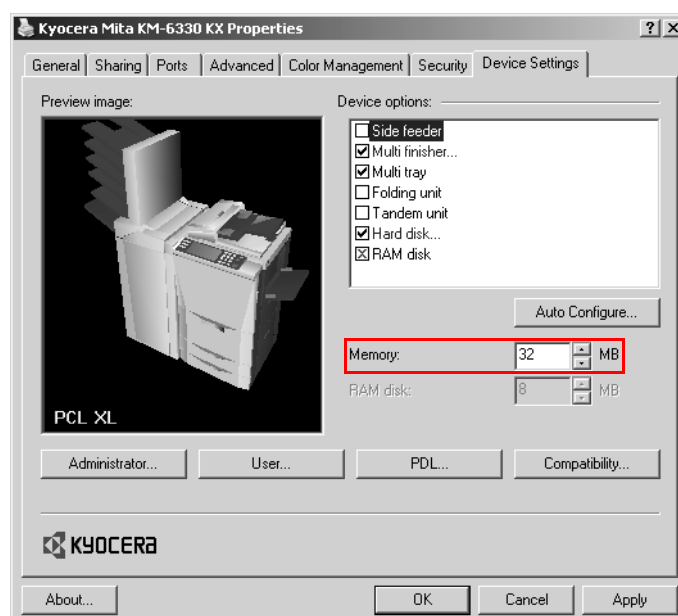
Punch Settings

When you select the check box for a finishing device shown in blue in the **Device options** list, such as Finisher or Multi Finisher, the **Punch Unit Settings** dialog box appears. If the device listing is already selected, double-click the option to open the **Punch Unit Settings** dialog box.

Select **2 Hole**, **2 & 3 Hole** (for inches), or **2 & 4 Hole** (for millimeters) punch option depending on the optional Punch Unit attached to your finisher.
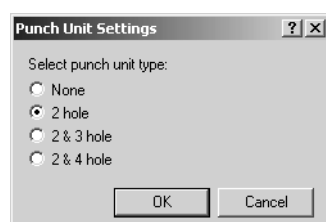
Assigning Custom Boxes

If you select the **Hard disk** check box, the **Hard Disk Settings** dialog box appears and virtual mail boxes can be created. For further details, see *Custom Box* on page 8-2.

Note: An installed hard disk supports the following options: Custom box, Quick Copy, Proof and Hold, Private Print, and Job Storage.

RAM Disk

The RAM disk functions as a hard disk saving print requests into the printing system's memory if a hard disk for printing is not installed. When a hard disk is installed, the RAM disk function is inactive.

Note: Because the RAM disk is volatile memory, all data sent to the printing system is lost when the power is turned off.

The size of the RAM disk is specified in settings at the printing system's operation panel. For further details, consult the printing system's *Operation Guide*.

RAM Disk Settings

1 In the **Device options** list, select the **RAM disk** check box. The memory capacity can be adjusted in the **RAM disk** box.
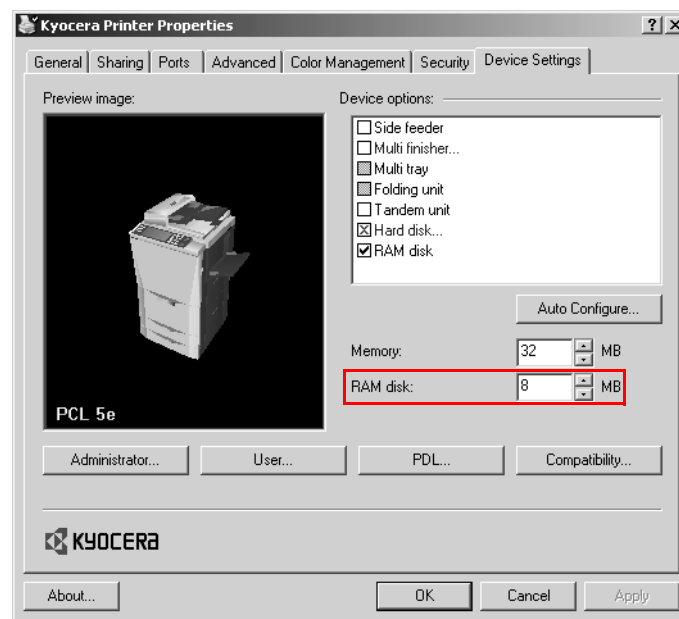
2 Specify the **RAM disk** size. The maximum RAM disk capacity may vary depending on your printing system model and installed memory.

Matching the memory setting in the driver with the memory installed in the printing system allows font downloads to be better managed by the driver. For further details, consult the printing system's *Operation Guide*.

User Settings

The following user information can be configured by selecting **User** in the **Device Settings** tab.

• *Identification*
• *Unit of Measurement*
• *Language Preference Selection*

Identification

In this dialog box, enter user name and department information to be shown at the operation panel during printing. For some printing system models, the User name can be used with the Job Storage feature. For further details, see *Job Storage (e-MPS)* on page 8-1.

1 In the **Device Settings** tab, click **User**.

2 The **User Settings** dialog box appears. In the **User name** and **Department** boxes, enter up to 31 characters.

- Enter the preferred name in **User name** box.
- Enter the user's department or group name in the **Department** box.
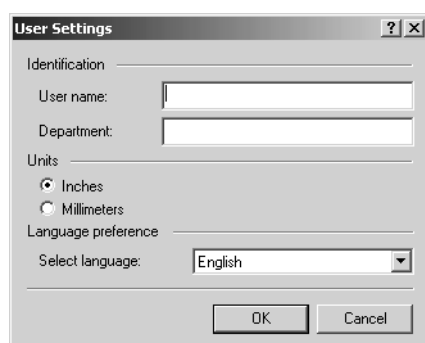
3 Click **OK**.

Unit of Measurement

The unit of measurement will be used for the following settings:

- **Custom Page Sizes** setting in the **Page Sizes** section in the **Basic** tab
- **Spacing** setting in the **Watermark Add** and **Edit** dialog boxes
- **Poster** settings and **Gutter width** in the **Layout** tab.

In the **User Settings** dialog box, select either inches or millimeters.

Language Preference Selection

The Language preference option specifies the user interface language of the **Device Settings** tab of **Printer Properties** and all tabs of **Printing Preferences**. Available languages will vary depending on your locale and your computer settings.

Select the preferred language from the **Language preferences** list. To activate the new language, click **OK** in **User Settings** and then in the **Properties** dialog box.

Page Description Language (PDL)

You have the option to change the Page Description Language (PDL) by selecting **PDL** in the **Device Settings** tab. Available PDLs vary based on the printing system. You can choose from **PCL XL**, **PCL 5e**, **PCL 5c**, or **KPDL** (Kyocera Page Description Language). The default is **PCL XL** (KPDL for most color printers), which is suitable

for most printing purposes. After you select a PDL, the selection appears in the lower corner of the 3-D image.
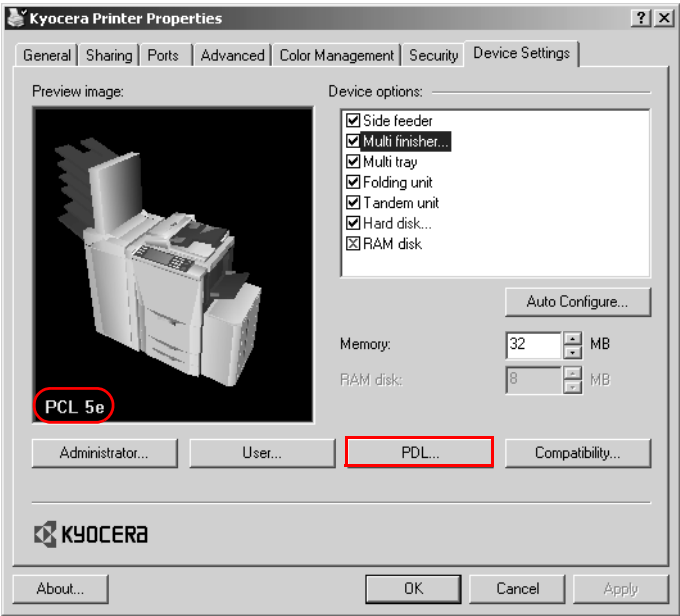
PDL Settings

1 In the **Device Settings** tab, click **PDL**.

2 The **PDL Settings** dialog box appears. Select the desired language from the **Select PDL** list. See the table below for options and descriptions.

Option	Description
PCL XL (color and monochrome printing systems)	The most recent version of HP PCL and PCL 6. This PDL includes PCL 5e features.
	Enhanced over PCL 5e/c in these areas:
	• Reduced file size
	• Better print speed
	• Faster return to application
	• Lacks backward compatibility with earlier PCL versions
PCL 5c (color printing systems)	Specifies PCL 5c as the PDL.
	• Fully compatible with earlier PCL versions
	• Bidirectional communication support
	• Wide selection of fonts for use with Microsoft Windows applications
	• Allows more options for utilizing PRESCRIBE commands within applications
	• Complex graphics might not print as well

Option	Description
PCL 5e (monochrome printing systems)	Specifies PCL 5e as the PDL. • Fully compatible with earlier PCL versions • Bidirectional communication support • Wide selection of fonts for use with Microsoft Windows applications • Allows more options for utilizing PRESCRIBE commands within applications • Complex graphics might not print as well
KPDL (color and monochrome printing systems)	Specifies KPDL as the PDL. KPDL is used when printing from applications that support PostScript 2 or 3. • An optional KPDL upgrade kit may be required for some models. • Kyocera's emulation of PostScript printing • Strong graphics reproduction • Print speeds may be slower than PCL 5e/c • Requires more printing system memory than PCL 5e/c • Enables native TrueType font downloading

In **GDI compatible mode**, vector graphics are rasterized for printing as bitmap images. Use the **GDI compatible mode** option to improve the graphic output quality created by the application. Due to memory restrictions, this feature is not available in certain printing environments.

3 **Settings** is available when the PDL is set to KPDL, and, on some models, when PCL XL is selected.

PCL XL

Option	Description
Disable auto media type switching	A check box control for disabling automatic switching of the paper source. If the selected cassette runs out of paper: **Cleared:** The printing system will automatically switch to another cassette loaded with the same page size and media type. **Selected:** Printing will stop until you load more paper into the cassette.

KPDL

Option	Description
Allow data passthrough	Data passthrough reduces errors when printing complex jobs from applications that use PostScript formatting.

Administrator Settings

The following settings can be specified by selecting **Administrator** in the **Device Settings** tab.

- *User Login*
- *Job Accounting*
- *Administrator Password*
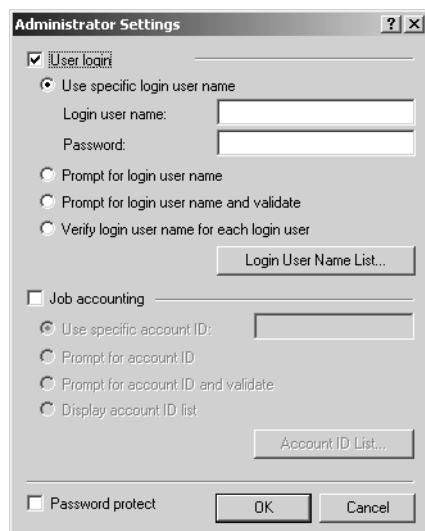
Note: The **Administrator Settings** dialog box appearance and options may vary depending on your printing system.

User Login

Use **User Login** to add users with a user name and password. Use this feature to limit printing privileges to specified users, for secure printing and job accounting. The number of pages/job printed by each user can be tracked by the printer. See your printing system's *Operation Manual* for information about tracking usage at the printer.

User login provides job restriction by user, in contrast to the Job accounting feature, which assigns privileges by division or department. A maximum of 1000 login user

names and passwords can be registered at the printing system. One hundred user names and passwords can be stored in the printer driver.
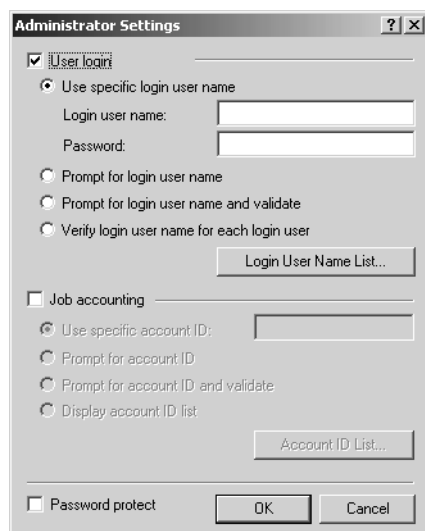
Users added in the printer driver should also be manually registered at the printing system's operation panel.

The settings selected here are applied to every print job sent from this computer. The available options are as follows:

- **Use specific login user name**

  Select this option and enter a user name and password to use the same user login for every print job. If this option is selected, the user will not have to enter the name and password for each print job.

- **Prompt for login user name**

  When a user prints a document, the driver will prompt for a user name and password. Lets you use a User login name that is not on the list, and does not add the name to the list. When sending a print job, type a login user name and password when prompted, then click **OK** to print.

- **Prompt for login user name and validate**

  Whenever a user sends a job to print, the driver prompts for user name and password. For the job to print, the user name and password entered must be on the Login User Name List (see *Add Login User Names* on page 2-9).

  You can use the login user names entered in the **Login User Name List** of the driver. When sending a print job, type a login user name and password when prompted, then click **OK** to print. This option ensures that the job will print, only when verifying that the selected login user name is saved in the driver.

- **Verify login user name for each login user**

  The name entered is added to the list, and thereafter the printer driver does not prompt for a user name and password.

Add Login User Names

1 In the **Administrator Settings** dialog box, select **User login**.

2 Click **Login User Name List**.

3 Click **Add**.

The name and password are case-sensitive. The name and password can each be up to 64 alphanumeric characters. The user name is automatically filled in with the Login User Name by default, but can be changed. The user name can be up to 20 characters.
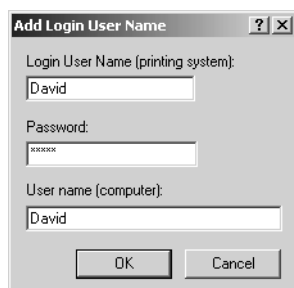
Import and Export the Login User Name List

This section explains how to import and export your Login User Name lists. You can save the list of Login User Names created in the previous section to your personal computer or network. Once saved, the list can be imported into other printer drivers.

Import

1 In the Administrator Settings dialog box, click **Login User Name List**, then click **Import.**
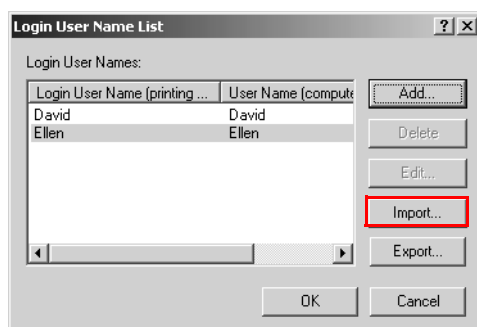
2 Use **Look in** to browse for the file to import, or enter the file name, and click **Open**.
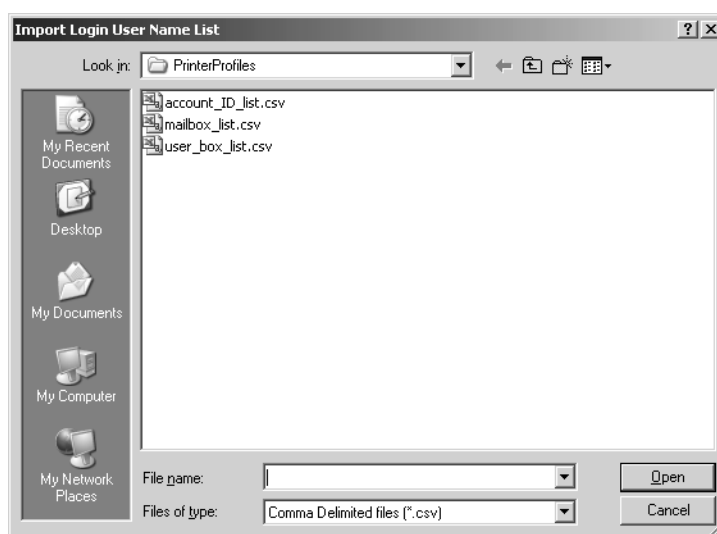
3 You can then select the imported file from the list of **Login user names**..

Export

1 In the Administrator Settings dialog box, click **Login User Name List**, then click **Export.**

2 In **Login User names,** select a file to export, and click **Export.**

3 Use **Save in** to browse to a location to save the file, enter the file name, and click **Save.**

Job Accounting

Job Accounting settings are specified by the system administrator to implement an accounting system for assessing charges or other budgetary or tracking applications. The accounting system can help manage or restrict the printing volume by department, group, or individual.

Note: For further details, see Copy Management in the *Operation Manual* on the Document Library CD-ROM.

Administrator Password

You can set a password for the **Administrator Settings** dialog box. Once a password is entered, the administrator settings dialog box cannot be opened until the password is typed in the **Enter Password** dialog box. This prevents unauthorized personnel from changing the administrator settings.

Set the Password

1   In the Administrator Settings dialog box, select the **Password protect** check box to open the **Password** dialog box.

2   In the **Password** dialog box, enter the new password in the **Password** box. Reenter the password in the **Confirm password** box and click **OK**.

> **Note:** Use a password from 4 to 16 characters.

Change the Password

1   In the **Device Settings** tab, click **Administrator.**

2   The **Enter Password** dialog box appears. Enter the password and click **OK**.
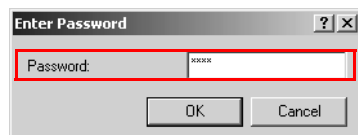
3   The **Administrator Settings** dialog box appears. Clear the **Password protect** check box. A **Password** message appears.
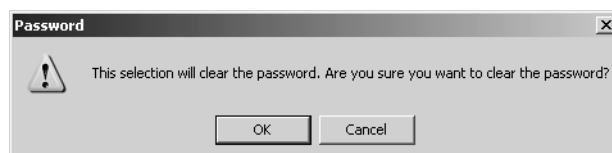
4   Click **OK**.

Compatibility Settings

This feature supports compatibility for media source values unique to the printer driver, such as those for cassettes or feeders, so your newly installed Kyocera KX driver maintains identical media source support with the driver it replaces, whether for this Kyocera driver or one from another manufacturer. If media source macros

exist for the older driver, then the alignment of media source values will maintain support without the need to change the macros.

Use the Driver Info utility, available on the Kyocera Software Library CD, to compare the source values for all installed drivers.

If the values for a given media source differ between the old and new printer drivers, reassign the value in the new driver to match the value in the previous driver. Compatibility settings can be adjusted by selecting **Compatibility** in the **Device Settings** tab.

1   In the **Device Settings** tab, click **Compatibility.**

2   The **Compatibility Settings** dialog box appears. From the list in the **Media source enumeration** area, select the paper supply method. The current value is listed in the **Enumerated value** box.
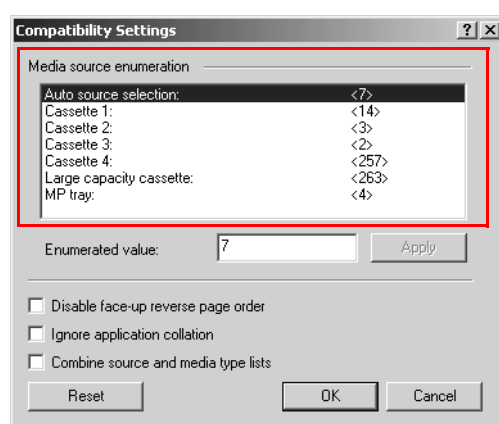
3   Enter a new Enumerated value for the media source and click **OK**. You can also restore all the parameters to the default by cllicking **Reset**.

The other options in the **Compatibility Settings** dialog box vary depending on model. Options can include:

- **Combine source and media type lists**
  This option changes the **Basic** tab of **Printer Properties** so that **Media type** and **Source** are combined into one box, labelled **Source**.
- **Enable manual duplex on network port**
  Use this option if you do not have a duplex unit and you want to print using Manual Duplex (see *page 3-9*).
- **Disable face-up reverse page order**
  This option prevents reverse order printing if face-up output is selected.
- **Ignore application collation**

Use this option to bypass the **Collate** setting in the application, and give priority to the printer driver setting.

Auto Configuration

Auto Configure detects the installed device options on the printing system if it is connected over a network. This button appears in the **Device Settings Properties** page.

Auto Configure can detect printing system devices such as input devices, output devices, RAM disk size, and hard disk size. Then it updates the **Device options** list in the **Device Settings** properties page. Auto Configure keeps the printer driver's **Device Settings** consistent with the actual printing system devices.

Note: Not all installed devices are detected by using Auto Configuration. Before selecting **OK** in the **Device Settings** tab, check the settings to make sure they are correct.

Auto Configure currently supports these ports for Microsoft Windows operating systems:

* Windows 98 & ME – KPrint ports (Raw mode, LPR, and IPP) only
* Windows NT 4.0 – KPrint ports (Raw mode, LPR, and IPP) only
* Windows 2000 – TCP/IP Ports and KPrint Ports (Raw mode, LPR, and IPP)
* Windows XP – TCP/IP Ports only

TCP/IP port can be either an IP address or the printing system name (Host name).

Note: Auto Configuration is not supported for Microsoft Windows 95.

To use this feature, click **Auto Configure**. An "in progress" message will appear.
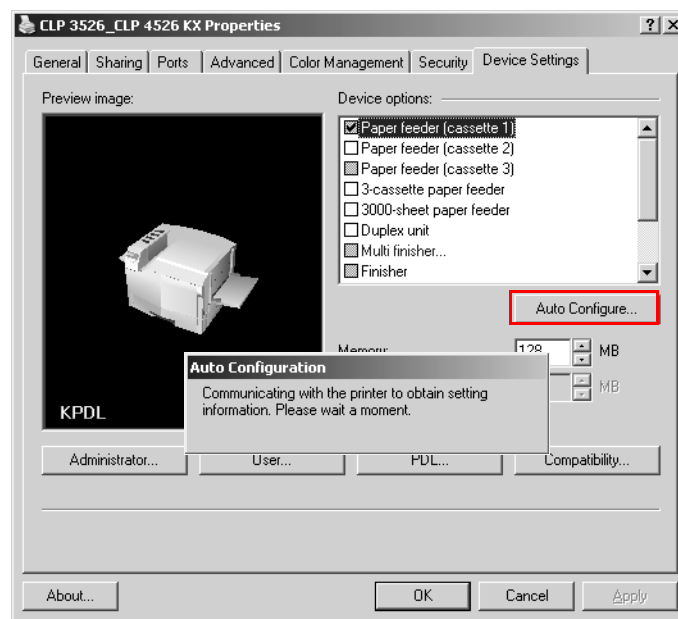
The check box settings in the **Device options** list will be changed and the 3D image will be updated according to the device options installed. Memory and RAM Disk information will also change based on the setting information returned.

Under the following conditions the Auto Configure tool cannot communicate with the printing system:

- The printing system is powered off or is in the middle of the startup process. In such cases, Auto Configure will display the following message after the time out.
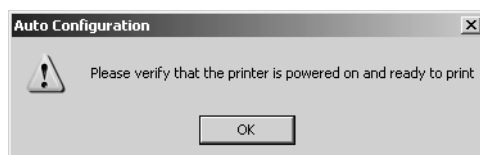
- The Windows XP firewall prevents the communication. It generates the following message:
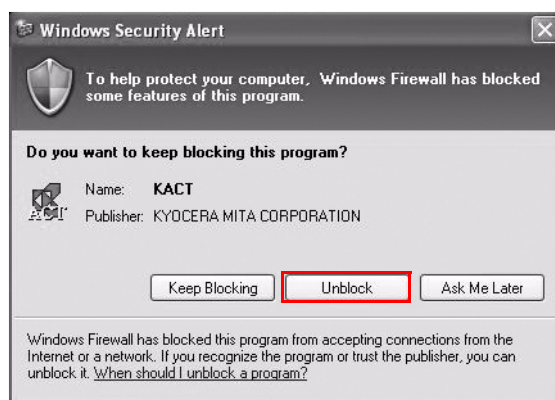
The Microsoft Windows XP Firewall settings can be changed to allow communication between the printing system and your computer. The default setting for Windows XP Service Pack 2 is for the Windows Firewall to be set to **On**.

When the Windows Security alert shown above appears, click **Unblock** to allow communication between the printing system and your computer.

When you click **Unblock**, Auto Configure is added to the Windows Firewall exception list, as shown in the example below. The Windows Firewall is accessed through the Control Panel.
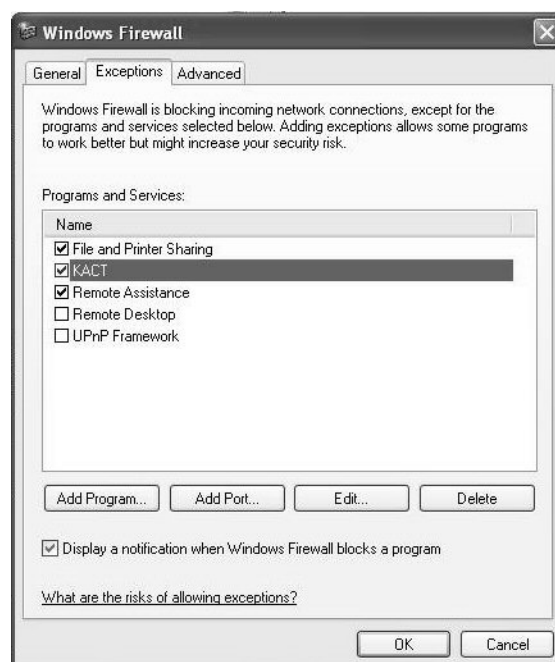
3   Printing Basics

This chapter describes the following printing tasks when printing from Microsoft Windows applications.

- *Basic Printing Tasks*
- *Printing on Paper of Non-Standard Sizes*
- *Duplex Printing*
- *Reverse Order Printing*
- *Collating Modes*

Basic Printing Tasks

The steps required to print a document created with an application are explained below. You can select the printing paper size and output destination.

> **Note:** The **Print** dialog box does not look the same in every application.

Basic Printing

1   Insert the proper paper size (such as A4) into the printing system's paper cassette or MP tray.

2   From the application's **File** menu, select **Print**. The **Print** dialog box appears.
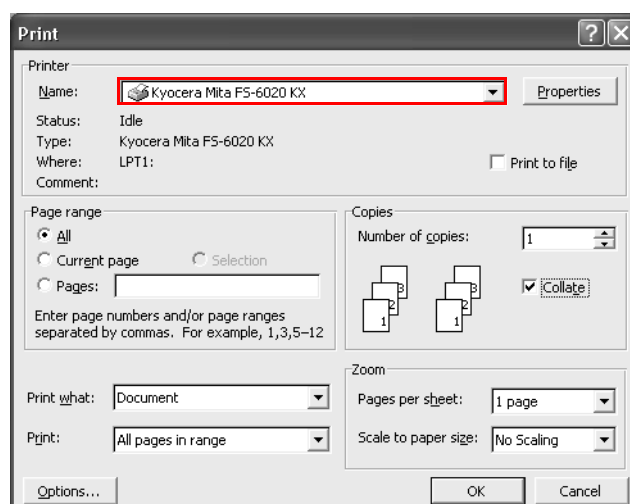
3   Select the desired printing system from the list of available printing systems.

4   Specify the number of copies to print in the **Number of copies** box. You can print up to 999 copies. When printing two or more copies, enable the **Collate** check box for collation. **Number of copies** and **Collate** can also be specified in the **Basic** tab. See *page 3-15* for further information.

If **Ignore application collation** is selected in the **Compatibility Settings** dialog box, the **Print Collate** setting will not be applied.

When using Microsoft Word, we recommend that you click **Options,** and for default tray select **Use printer settings**.
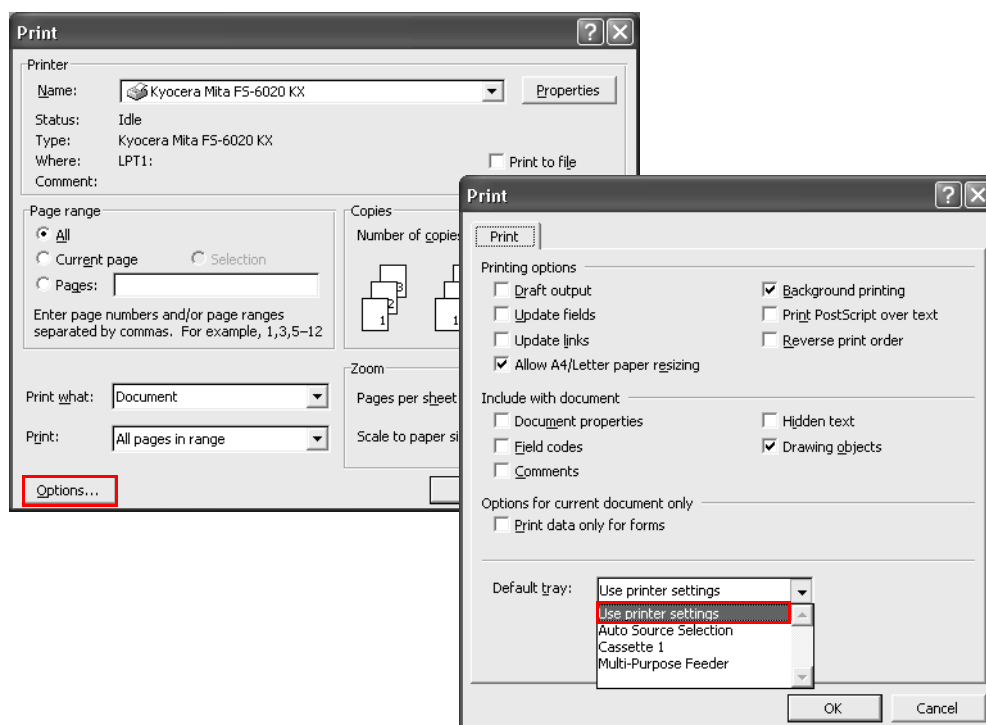
5 Click **Properties** to open the **Properties** dialog box.
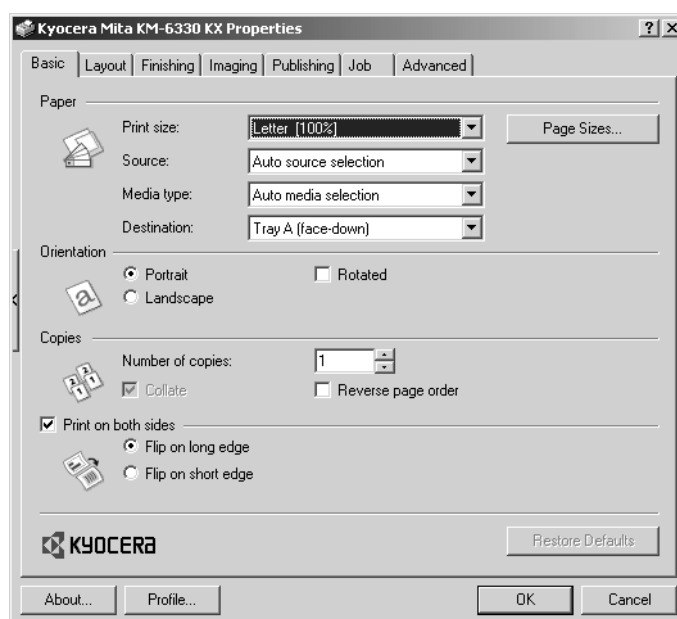
6 In the **Basic** tab, click **Page Sizes** to open the **Page Sizes** dialog box. In the **Select page size** list, select a page size for the print job.
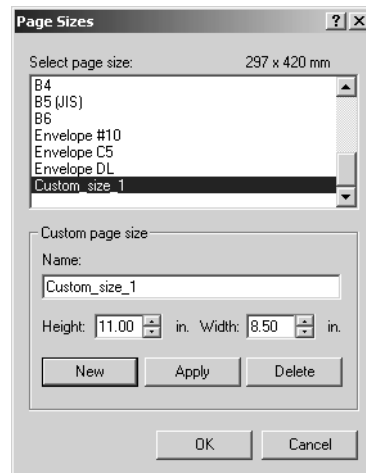
7 Click **OK** to return to the **Basic** tab. Click **OK** to return to the **Properties** dialog box.

For best results when printing on transparencies or recycled paper (the back side of paper which has already been printed on), from the **Media type** list select the media type. For further details, see *Media Types* on page 3-4.

The printing system automatically selects the paper size that matches the size specified above. A message appears requesting you to load paper into the MP tray if the proper paper size is not available.

8 Click the **Source** list to specify the paper cassette for printing.

9 Choose either **Portrait** or **Landscape** to match the document page orientation. You can rotate the document 180 degrees by selecting the **Rotated** check box.

10 Click **OK** to return to the **Print** dialog box.

11 Click **OK** to start printing.

Print Sizes

This section describes how to print documents of different sizes than the original document. The document image is adjusted to match the size you select. If you would like to manually input the Scaling percentage, see *Scaling And Gutters* on page 4-6.

1 In the **Properties** dialog box, from the **Basic** tab click **Page Sizes**.

2 In the **Page Sizes** list, select the document's paper size and click **OK**.
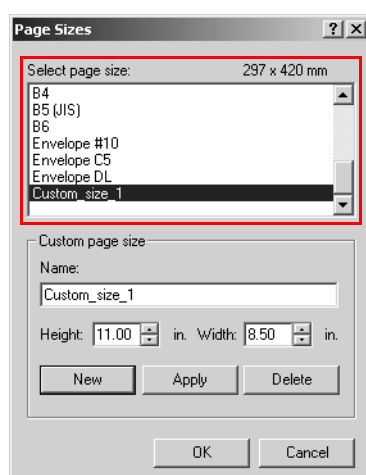
3 In the **Basic** tab, click the **Print Size** list and select the preferred output paper size.
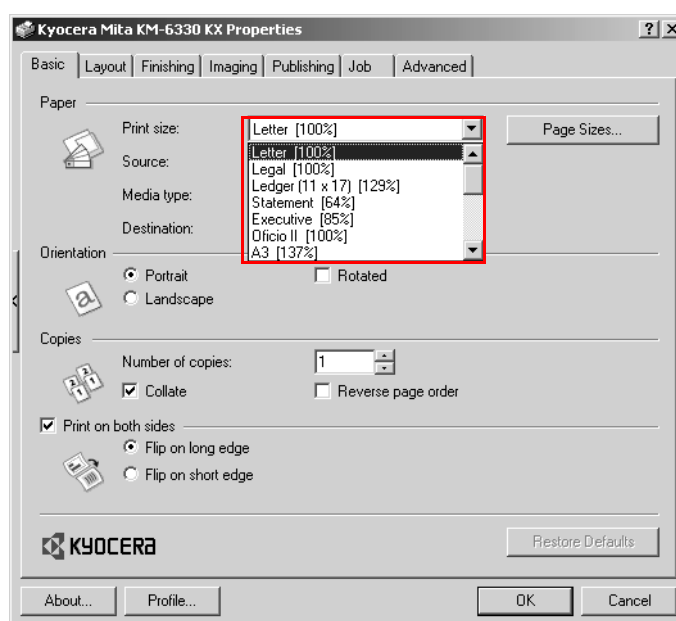
4 Confirm the proper paper size is loaded. Click **OK** to return to the **Print** dialog box.

5 Click **OK** to start printing.

The source document is automatically scaled to fit the output paper size.

Media Types

The printing system automatically selects the paper size specified in the **Page Sizes** setting in the **Basic** tab by default when you are printing on regular paper. However, the printing system supports a wide variety of printing media depending on your printing system model.

You can specify the media type in the **Media type** setting for auto media selection selection when using non-standard types of printing media, such as recycled paper, labels, or transparencies. You can also specify the finishing settings for best results.

Automatic selection of media types can be disabled in the PCL XL settings dialog box. For further details, refer to *Page Description Language (PDL)* on page 2-5.

Labels, transparencies, and envelopes must be printed using the MP tray. Ensure the paper is properly loaded by following the instructions outlined in the printing system's *Operation Guide*.

Note: The default setting is for **Source** and **Media type** to be separate items in the dialog box, but it is possible to combine them using a setting in **Compatibility Settings**. If they are combined, the **Media type** list is not available. To change this setting, open **Printer Properties** from the Microsoft Windows **Printer and Faxes** window, go to **Device settings** and then **Compatibility Settings,** and then clear the **Combine source and media type lists** selection.

When paper is properly loaded in the paper cassette, the printing system can automatically detect the paper size. However, it is necessary to use the operation panel on the printing system to assign the media type of the paper cassette so that the printing system can recognize it. The steps to specify the media settings are listed below.

1 Load the paper in a paper cassette or the MP tray.

Note: Use the MP tray in cassette mode (the default). For further details on MP tray modes, refer to the printing system's *Operation Guide*.

2 Specify the media type at the operation panel on the printing system.

3 Open the **Properties** dialog box.

4 Select the document paper size from the **Print Size** list.

5 From the **Media type** list, select the type of media for printing, then click **OK**.
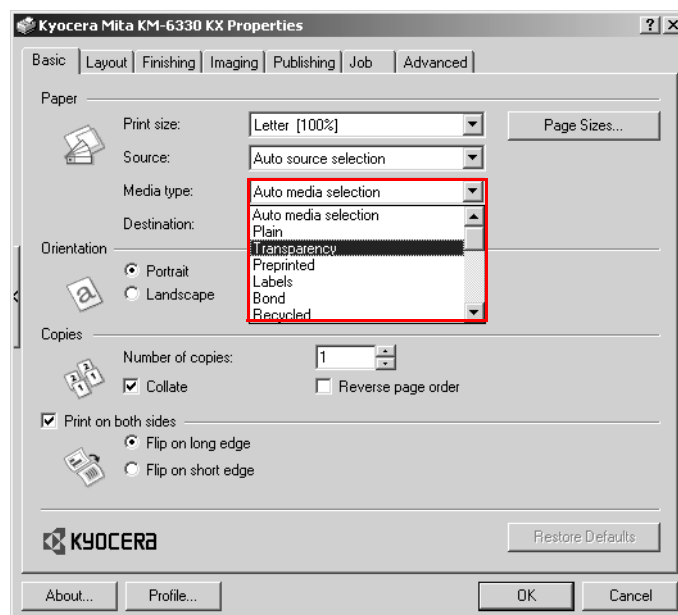
Options available in the **Media type** list are as follows.

Media Type	Usable Paper Cassettes
Plain 64 to 90 g/m^2	All
Preprinted	All
Bond (securities)	All
Recycled	All
Vellum Less than 64 g/m^2	All
Letterhead	All
Color 64 to 90 g/m^2	All
Prepunched	All
Card Stock	All
High quality	All
Envelopes	MP Tray
Thick	MP Tray
Rough 90 to 200 g/m^2	MP Tray
Labels	MP Tray
Transparency	MP Tray
Custom (1-8)	Refer to *Operation Guide*

Once printing begins, the printing system automatically selects the paper to match the paper size and specified media type.

If the paper loaded does not match the size, type, or both, a message appears asking you to load paper in the MP tray.

Printing on Paper of Non-Standard Sizes

To use custom sizes of paper in your printing system, you must first define the custom paper sizes in the **Properties** dialog box.

Note: For custom paper, supply the paper using the universal (adjustable) paper cassette or the MP tray.

Custom Paper Sizes

1 Load the custom paper into the printing system. For further details, refer to the printing system's *Operation Guide.*

2 Click **Start** in the Windows taskbar and then select **Printers and Faxes.** The **Printers and Faxes** window appears.

Note: Windows 98/Me/2000: Open the printer driver properties by selecting **Start** in the Windows taskbar and then selecting the **Printers** window.

3 Right-click the printer icon and select **Properties** to open the **Properties** dialog box.

4   Click **Printing Preferences** to open the **Printing Preferences** dialog box.

5   Click **Page Sizes**. The **Page Sizes** dialog box appears.
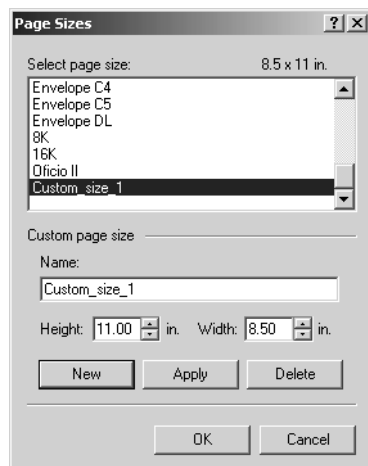
6   Click **New**. **Custom_size_1** will appear in the **Name** box. Replace **Custom_size_1** with the name for your new custom paper size. The name can be up to 31 characters.

7   Enter the measurements in the **Height** and **Width** boxes in millimeters or inches. The unit (inches or millimeters) is selected in the **User Settings** dialog box, accessed from the *Device Settings* tab. For further details on changing the unit, refer to *User Settings* on page 2-4.

Size limits for custom paper are listed in the table below.

Size	Cassette	MP tray	Duplex unit
Minimum (A4 printing systems)	148 × 210 mm (5.8 x 8.3 inches)	70 × 148 mm (Portrait)	148 × 216 mm
Maximum (A4 printing systems)	216 × 356 mm (8.5 x 14 inches)	216 × 356 mm (Portrait)	216 × 356 mm
Minimum (A3 printing systems)	148 × 210 mm (5.8 x 8.3 inches)	70 × 148 mm	148 × 210 mm
Maximum (A3 printing systems)	297 × 450 mm (11.7 x 17.7 inches)	310 × 458 mm	297 × 431.8 mm
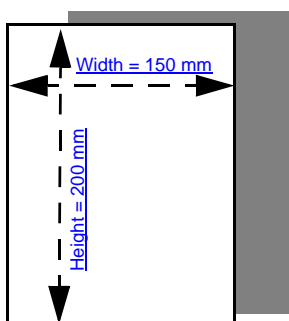
Sample Paper Measurements (150 mm x 200 mm)

8   Click **OK**.

To add more custom paper sizes, repeat the steps above (Maximum 20 custom paper sizes).

Printing with Custom Paper Sizes

1 Select **Print** from the **File** menu. From the application's **Print** dialog box, open **Print Properties**.

2 In the **Basic** tab, select the name of your saved paper size in the **Print Size** list.

3 From the **Source** list, select the source cassette for the custom page size.

4 Click **OK** to return to the **Print** dialog box.

5 Click **OK** to start printing.

Duplex Printing

This section describes how to enable the duplex printing option. In order to activate this printing option, a duplex unit must be installed, and additional memory may be required depending on the printing system model. For further details, refer to your printing system's *Operation Guide*. For information on Booklet printing, see *Booklet Printing* on page 4-2.

The paper sizes and media types listed in the table below can not be used for duplex printing:

Paper sizes	Media Types
A3 wide	Transparencies
A6	Labels
B6	Thin paper
Postcards	Envelopes
Double postcards	Postcards
Envelopes	
Western size 2 (114 × 162 mm)	
Western size 4 (105 × 235 mm)	

Print on Both Sides

1 Within your application, select **Print** from the **File** menu. Then, from the **Print** dialog box open **Properties**.

2 From the **Basic** tab, select **Print on Both Sides**. Choose **Flip on Long Edge** or **Flip on Short Edge**.

Flip on Long Edge   **Flip on Short Edge**

Portrait   Portrait

Landscape   Landscape
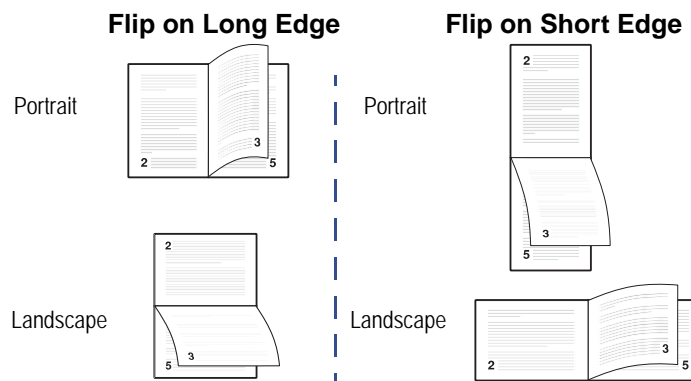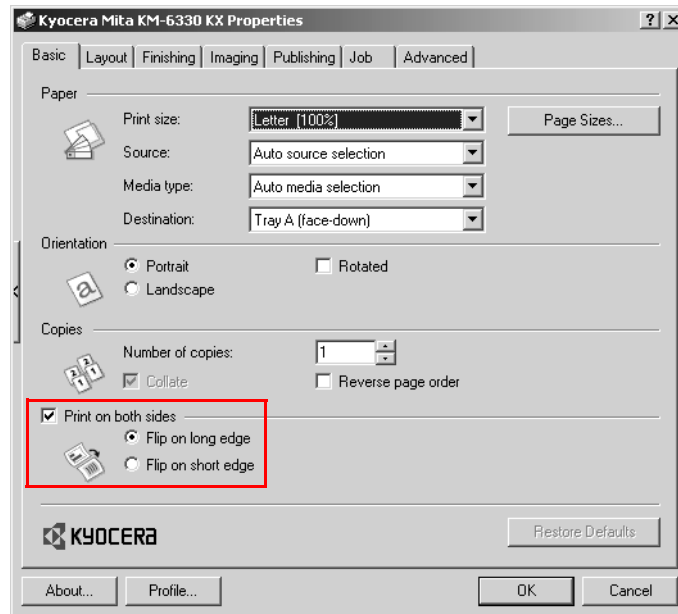
3 Click **OK** to return to the **Print** dialog box.

4 Click **OK** to start printing.

Manual Duplex

Manual duplex enables printing on both sides of a sheet for some models that do not have a duplex unit. You must order the print job so that after the first half of the print job has been printed, the job can be flipped over and fed from the cassette for the second side printing. Manual Duplex is not available when any of the options in the **Publishing** tab are used.

The steps for using Manual Duplex may vary, depending on your printing system, what optional devices are installed, and what application you are printing from.

The **Print** dialog boxes of some applications allow you to print just the odd or even pages so that you can use manual duplex, as shown in the examples below.
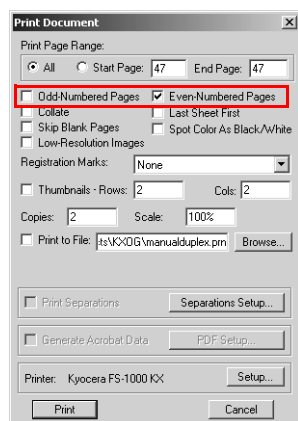
Adobe Framemaker
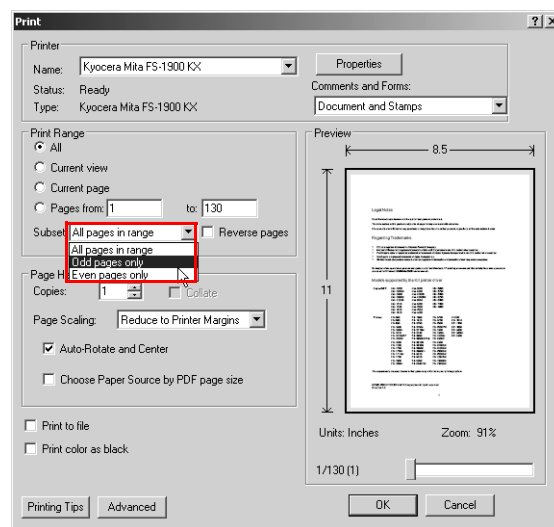
Adobe Acrobat
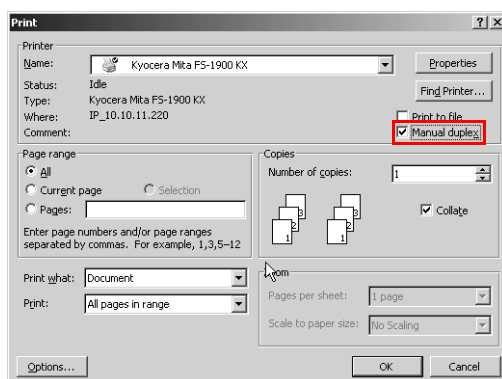
Microsoft Word

The Microsoft Word **Print** dialog box has a **Manual Duplex** check box, as shown above. When this option is selected, the odd pages are printed and then a message (shown below) appears telling the user to flip the printed pages over and re-insert them in the cassette or tray of the printing system.
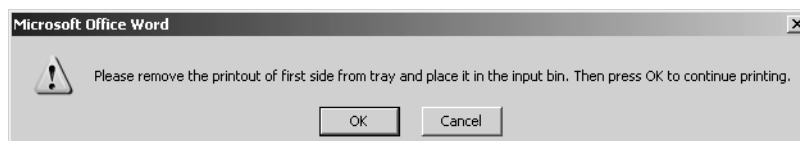
Some Kyocera printing systems have a manual duplex setting in **Printing Properties**, in the **Basic** tab. Instructions for using this method for manual duplex printing are below. If the **Properties** or **Preferences** dialog boxes for your printing system don't have manual duplex settings, look for an option to print just odd or even pages in the **Print** dialog box of the application you want to print from, as shown above.

Manual Duplex Settings

• The printing system must be set to a local port.

- OR -

• When using a network port, select **Enable manual duplex on network port** in the **Compatibility Settings** dialog box, accessed from the **Device Settings** tab.

Manual Duplex cannot be used on a network port in Windows 9x. See *Compatibility Settings* on page 2-12 for instructions on changing compatibility settings.
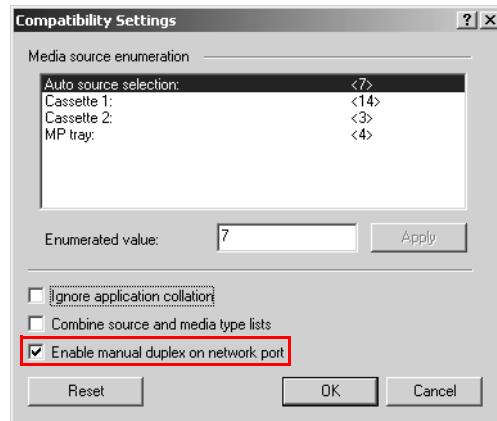
- The **Source** selection must be **Cassette 1** or **Cassette 2**.

Print on Both Sides

1 In the **Basic** tab, select Cassette 1 or Cassette 2 from the **Source** list.

2 Select the **Print on both sides (manual duplex)** check box.
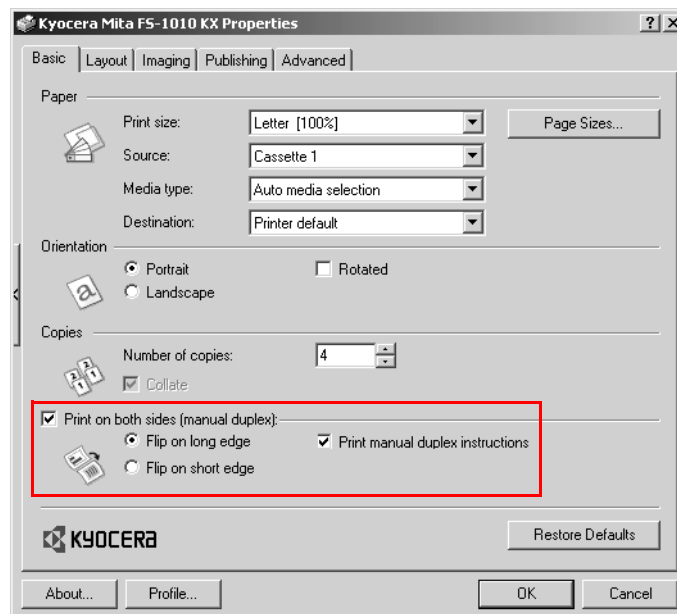
3 Select **Flip on Long Edge** or **Flip on Short Edge**.

4 Select **Print manual duplex instructions** to print an instruction sheet. Follow the printed instructions for placing the pages back into the cassette after the first side is printed.

- OR -

Clear **Print manual duplex instructions** and follow steps 5-7.

5 Click **OK** in the **Properties** dialog and **Print** dialog.

The even-numbered pages will be printed.

6 When printing stops, remove all printed sheets from the output tray.

With **Flip on Long Edge** selected, turn the stack over on the long edge and put the pages into the cassette.

With **Flip on Short Edge** selected, turn the stack over on the short edge and put the pages into the cassette.

7 Click **OK** in the **Manual Duplex Instruction** dialog box.

The odd-numbered pages will be printed.

Reverse Order Printing

You can print document pages in reverse order, from the last page to the first. The reverse order printing function places the order of pages into reverse numerical order as shown below.
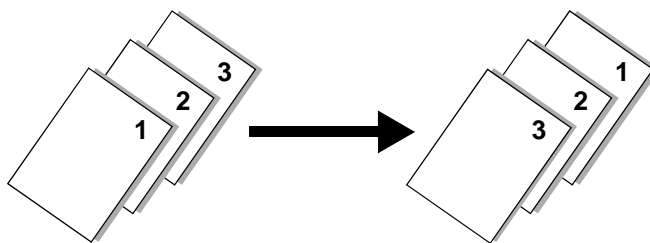
Print Pages in Reverse Order

1 Open the **Properties** dialog box.

2 From the **Basic** tab, select the output tray from the **Destination** list.

3 Select **Reverse page order**. If **Reverse page order** is not present, you can change the **Destination** output tray to enable this feature.
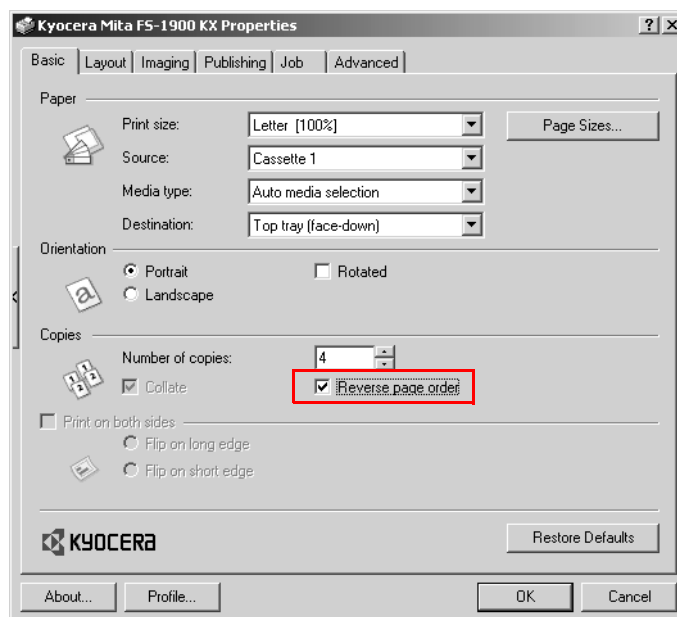
4 Click **OK** to return to the **Print** dialog box.

5 Click **OK** to start printing.

Collating Modes

By attaching a sorter to your printing system, you can specify how printed documents are stacked in the output trays after printing.

The number of output trays and their receiving capacity (the number of sheets) varies depending on the sorter model. Refer to your sorter's *Operation Guide*.

Frequently, the application settings are given priority, causing a change in the sorter output method depending on the application. Verify these settings before printing your documents.

Sorter Modes

There are three sorter modes available. These modes are selected in the **Basic** tab:

Collating

Tray 1 →
Tray 2 →
Tray 3 →
Tray 4 →
Tray 5 →

Page 2
Page 1

Page 2
Page 1

Page 2
Page 1
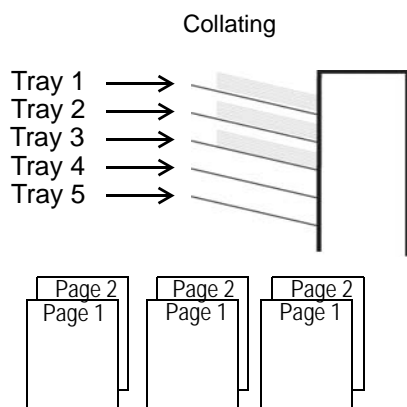
- Collating in sorter mode produces the specified number of copies as complete sets of documents in each tray.
- The document is printed following the page order and received in each tray. The number of document copies must not exceed the number of trays. If a tray becomes full, the printing system pauses and shows a message to remove the paper from the tray. After the paper is removed, printing resumes for the remaining number of copies.

Non-collating

20 copies of page 1

Tray 1 →
Tray 2 →
Tray 3 →
Tray 4 →
Tray 5 →

20 copies of page 4

Page 1
Page 1

Page 2
Page 2

Page 3
Page 3
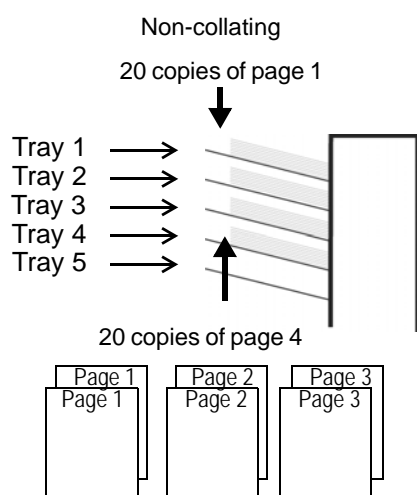
- Non-collating mode produces the specified number of copies but divides the document for output in each tray, with page 1 in tray 1, page 2 in tray 2, and so on. For example, printing 20 copies of a four page document using grouping produces 20 copies of page 1 in tray 1, 20 copies of page 2 in tray 2, and so on.
- The number of document copies must not exceed the sheet capacity of any tray. When a tray reaches capacity, the printing system pauses and shows a message to remove the paper from the tray. In addition, the maximum document page length must not exceed the number of sorter trays. When a tray reaches capacity, the printing system pauses and shows a message to remove the paper from the tray.

Mailbox

Tray 1
Tray 2
Tray 3
Tray 4
Tray 5
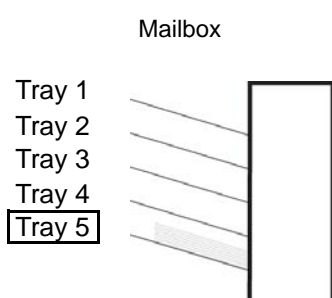
- The mailbox mode sends copies to specified user trays, which is useful when the printing system is shared among different users. For example, specifying tray 5 sends the printed document to tray 5.
- When a tray reaches capacity, the printing system pauses and shows a message to remove the paper from the tray.
- Mailbox is not available on all printing system models.
- Mailbox is a physical mailbox.

Collate

1 Open the **Properties** dialog box.

2 From the **Destination** list, select a face-down destination, such as **Finisher (face-down)** or **Top Tray (face-down).**
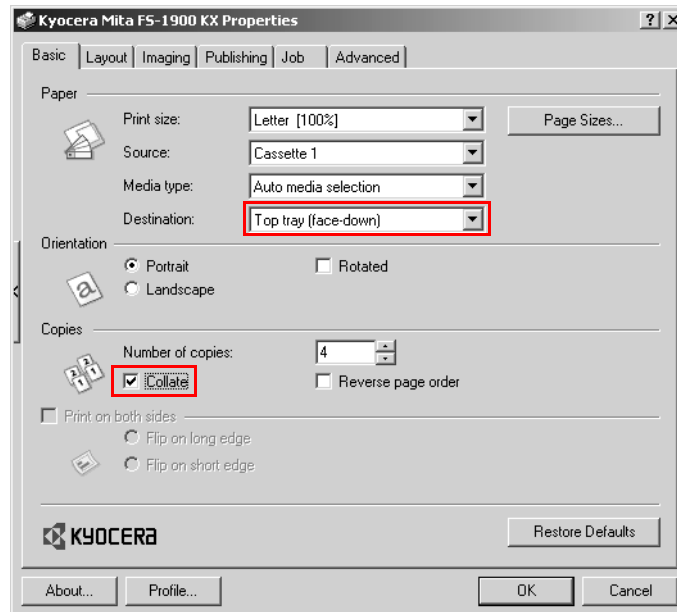
3 Select the **Collate** check box.

4 Select the number of complete sets in the **Number of copies** box. When printing using the collate option, specify the number of copies not to exceed the number of trays. The document page length must not exceed the tray capacity (for example, 200 sheets).

5 Click **OK** to return to the **Print** dialog box, and click **OK** to begin printing. The specified number of copies are produced in separate trays.

Non-Collating

Clearing the **Collate** check box produces page 1 in tray 1 and page 2 in tray 2.

1 Open the **Properties** dialog box.

2 From the **Destination** list, select **Finisher (face-down)** or **Top Tray (face-down)**.

3 Clear the **Collate** check box.

4 Click **OK** to return to the application's **Print** dialog box and begin printing. The specified number of copies of each page of the document are delivered to each tray.

4 Layout

In the **Layout** tab you can arrange document data on printed pages without changing the original document.

- **Booklet** prints a multi-page document in a book format that can be folded and stapled.
- **Multiple pages per sheet** prints more than one document page on a single sheet.
- Use **Poster** to print a large banner using several sheets of paper.
- **Scaling** increases or decreases the print size.
- **Gutter** increases the left or top margin, to make a booklet or hole punch pages easier to assemble and read.
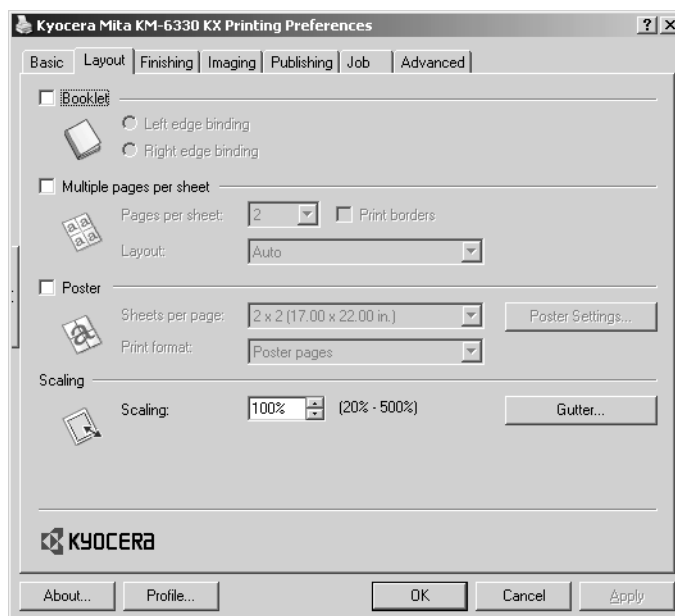
Booklet

Use the **Booklet** option to print a two-page layout on both sides of each sheet of paper. You can then fold and bind the booklet in the center. Booklet printing is available for printing system models equipped with a duplex unit. For further details, refer to *Installing Optional Devices* on page 2-1.

You can use optional document finishers to fold and staple the booklet. For further details on **Staple** settings, refer to *Staple* on page 5-1.

The supported paper sizes for Booklet printing are A3, B4, A4, A5, B5 (JIS), ledger, letter, legal, statement, and folio. Booklet printing can be used with Cover mode to add a cover to the booklet. For further details, refer to *Printing with Covers* on page 7-1.

Left Edge and Right Edge Binding

Select left edge or right edge binding of the booklet to match the direction of your written language:

- Select **Left edge binding** for languages that read left to right.
- Select **Right edge binding** for languages that read right to left.

Left Edge Binding
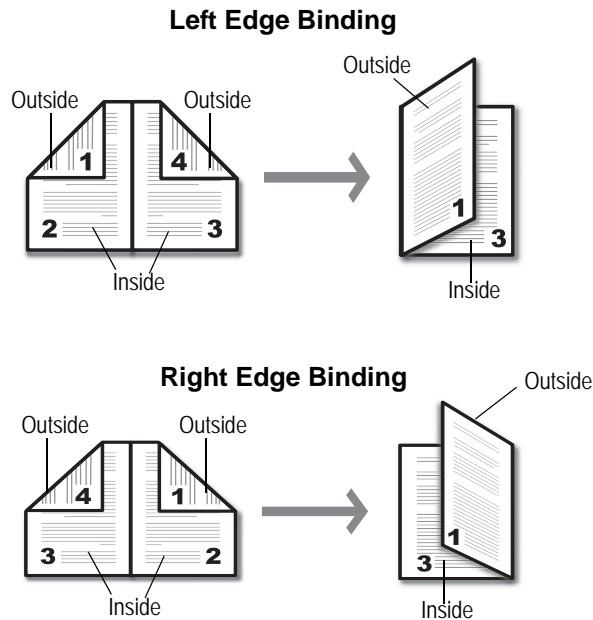
Right Edge Binding

Booklet Printing

1 In your application, select **Print** from the **File** menu and open **Print Properties**.

2 Click the **Layout** tab.
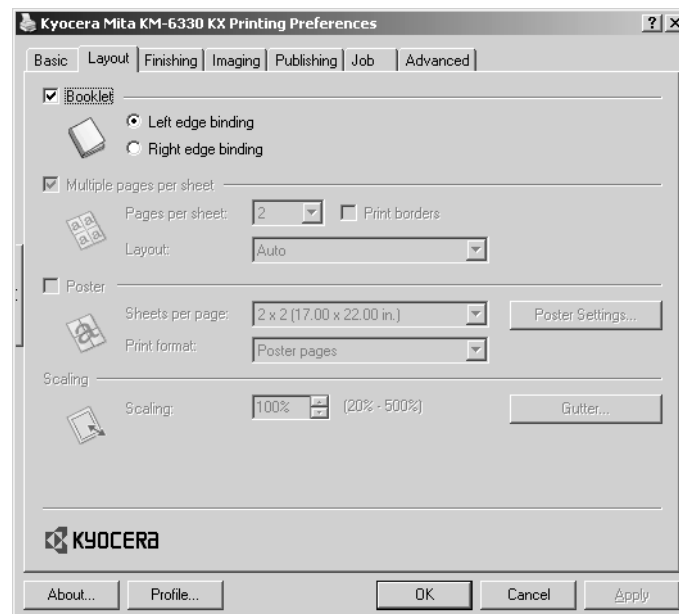
3 Select **Booklet**.

4 Choose either **Left edge binding** or **Right edge binding**.

To use the stapling feature, complete the following steps:

5 Click the **Basic** tab, and under **Destination**, select a face-down finishing tray.

If the **Staple** check box is not available in the **Finishing** tab, change the setting for **Destination** in the **Basic** tab to an output tray that has a stapler.

6 Select the number of copies to print.

7 Click the **Finishing** tab, and select the **Staple** check box. **Booklet (fold)** is selected automatically.

For models using an optional folding unit, in the **Basic** tab, select **Folding tray** as the output **Destination**. The **Finishing** tab will display **Booklet (fold)**.

8 Click **OK** to return to the **Print** dialog box.

9 Click **OK** to start printing.

Multiple Pages Per Sheet

You can print multiple pages of a document on a single sheet of paper. Pages can be arranged in a variety of ways, and a border can be printed around each document page.

1 From the application's **Print** dialog box, open **Properties**. (Select **Print** from the **File** menu, and select **Properties**.)

2 Click the **Layout** tab.

3 Select **Multiple pages per sheet**.
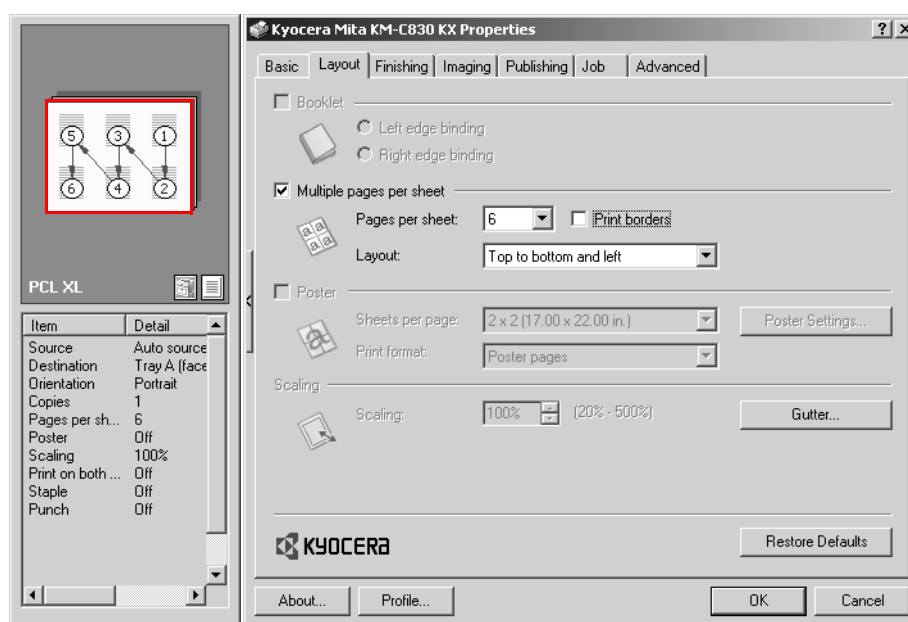
4 In the **Pages per sheet** list, select the number of source pages .

5 From the **Layout** list, select the horizontal and vertical direction for the page layout.

Examples:

- If you select six pages per sheet and select **Top to bottom and left**, the pages will be arranged from the top right corner to the bottom left corner.
- If **Auto** is selected, the pages will be arranged from the top left corner to the bottom right corner.

6 Select the **Print borders** check box to print a border around each document page.

Poster

You can print a document in a larger size than the paper supported for the printing system. The **Poster** feature allows you to increase the print size, print portions of the document on several sheets of paper, then assemble the sheets into a large banner, up to 25 times larger than the original document.

Sheets Per Page

In the **Sheets per page** list, select the size of the desired poster, in relation to the original document size. The list shows the number of sheets to be printed and the maximum poster size. The final size may be reduced slightly depending on selections made in the Poster Settings dialog box. For further details, refer to *Poster Settings* on page 4-5.
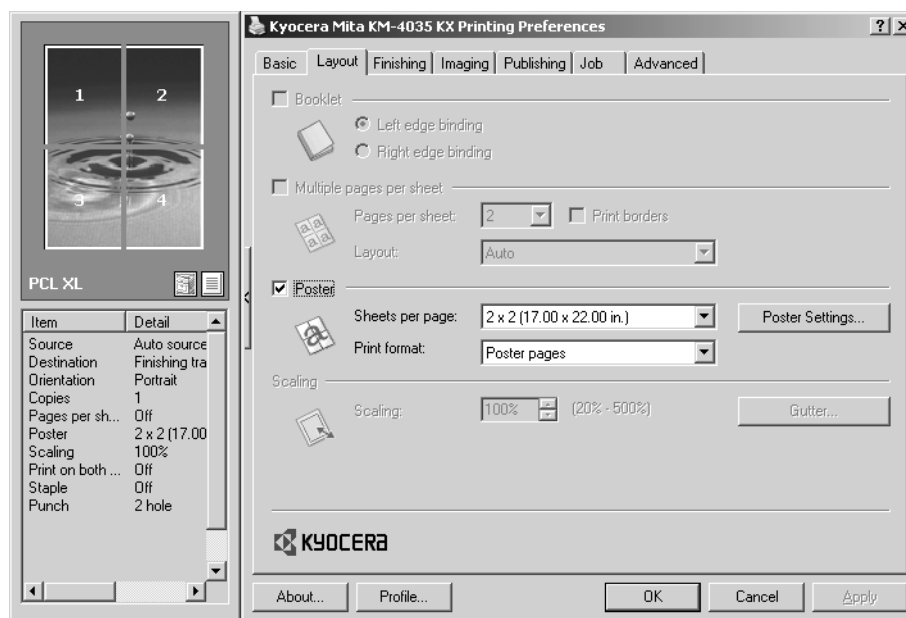
Available Poster Sizes

- Select 2 x 2 to print a poster 4 times larger than the original.
- Select 3 x 3 to print a poster 9 times larger than the original.
- Select 4 x 4 to print a poster 16 times larger than the original.
- Select 5 x 5 to print a poster 25 times larger than the original.
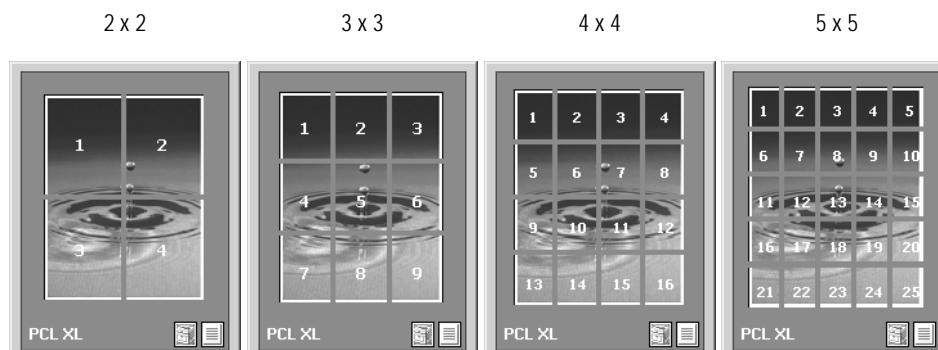
The dimensions shown after each option are based on the selected **Page size** in the **Basic** tab. For further details on selecting a page size, refer to *Basic Printing Tasks* on page 3-1.

The unit (inches or millimeters) is selected in the **User Settings** dialog box, accessed from the **Device Settings** tab. For further details on changing the unit, refer to *User Settings* on page 2-4.

Print Format

If you are new to poster printing, you may want to print a proof sheet, in addition to the poster, to guide you in assembling the printed poster sheets. The proof sheet shows all poster pages on one sheet with markings that show how to assemble the sheets. Under **Print format**:

- Select **Poster pages** to print only the sheets of the poster.
- Select **Proof sheet** to print only a one-page proof sheet.
- Select **Poster pages and proof sheet** to print all poster sheets and a one-page proof sheet.

Poster Settings

To make it easier to create a poster, you can print visual cues on the poster sheets that provide help in cropping and assembling the pages. In the **Layout** tab, click the **Poster Settings** button to open the **Poster Settings** dialog box.
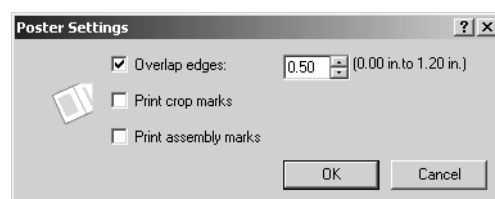
You can use any combination of the following options in the **Poster Settings** dialog box.

- **Overlap edges**

  Select this option to duplicate the edges of document data on adjoining sheets. Poster appearance is improved when the edges overlap slightly. Select the check box, then type or select a value between 0.00 and 1.20 inches (0.0 and 30.4 mm). This option will reduce the final poster size slightly.

- **Print crop marks**

  Select this option to print a border at the edges of each poster sheet. You can crop each sheet on the border before assembling the sheets. This option ensures that data on adjoining sheets will match precisely.

- **Print assembly marks**

  Select this option to print numbers at the edges of each sheet, matching numbers on adjoining sheets. Assemble each sheet edge to the same numbered edge on another sheet. For a large poster with many sheets, this option ensures that the poster will be assembled correctly.

Scaling And Gutters

Based on the page size and print size specified in the **Basic** tab, you can reduce or enlarge the image from 20% to 500% of the original size, or increase the top or left margin, before printing.
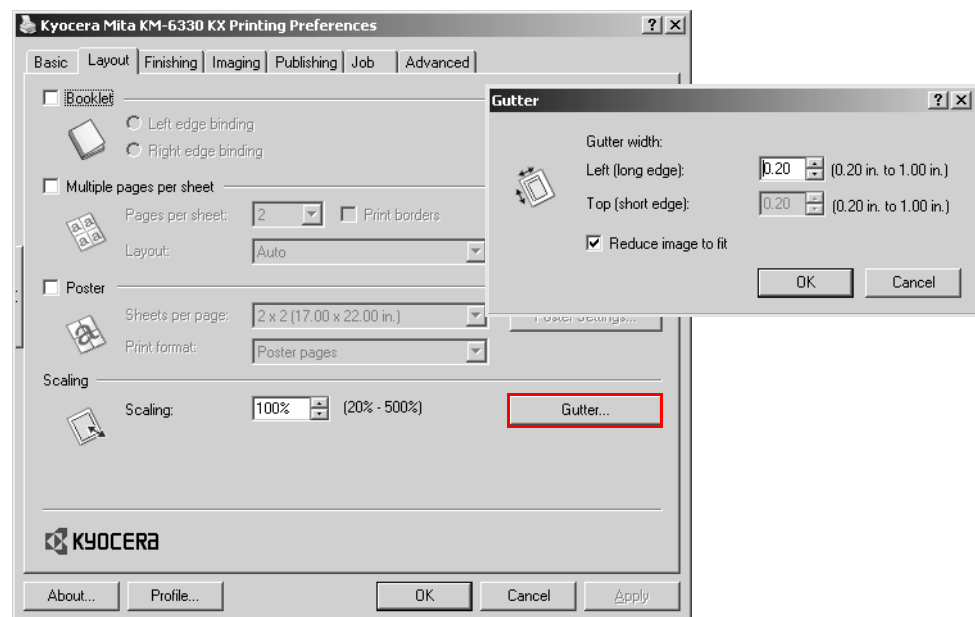
Scaling

Click the **Layout** tab in the **Properties** dialog box, and enter the scale percentage into the **Scaling (20-500%)** box, or click the up or down arrow buttons to adjust the value.

Gutter

Click **Gutter** to increase the outside margins in a range from 5.0 to 25.4 mm (0.20 to 1.00 inch). The left and/or top margins can be adjusted. This is useful when you want

to add extra margin space to the page for staples or hole punches. When used with duplex printing, the enlarged gutter lines up evenly on both sides of the sheet. For further details on duplex printing, refer to *Duplex Printing* on page 3-8.

• To increase outside margins on the left side of the page, enter a number into the **Left** box. The **Left** option may not be available, depending on your **Orientation** and **Print on both sides** settings in the **Basic** tab.

• To increase outside margins at the top of the page, enter a number into the **Top** box. The **Top** option may not be available, depending on your **Orientation** and **Print on both sides settings** in the **Basic** tab.

• Since the **Gutter** feature shifts document data to the right or down, select the **Reduce image to fit** check box if the printed data extends beyond the edge of the paper when changing the gutter setting. The size of the printed data is decreased slightly to fit in the printable margins of the page.

• If the document data is small enough that it will not extend beyond the edge of the paper when the gutter is increased, clear the **Reduce image to fit** check box.

When you want to change the page size (for example, to enlarge an A4-size brochure for printing on A3 paper), refer to *Print Sizes* on page 3-3.

5   Finishing

This chapter describes the uses of finishing equipment. The **Finishing** tab is available for models that support optional finishing devices such as Multi finisher or Booklet stitcher.

> **Note:** For some features in the **Finishing** tab, the ⚠ symbol appears when the feature is unavailable. Place the pointer over the symbol for a message that tells how to activate the feature in the driver.

- **Staple** binds multiple document pages together with one or more staples.
- **Punch** places round hole punches in the margin.
- **Separation** physically separates document copies or multiple copies of a print job in the finishing tray.

Staple

The **Staple** feature is available on printing systems with an optional finishing device installed. If a Booklet stitcher is installed, the **Booklet** printing feature is available. For further details, refer to *Booklet* on page 4-1.
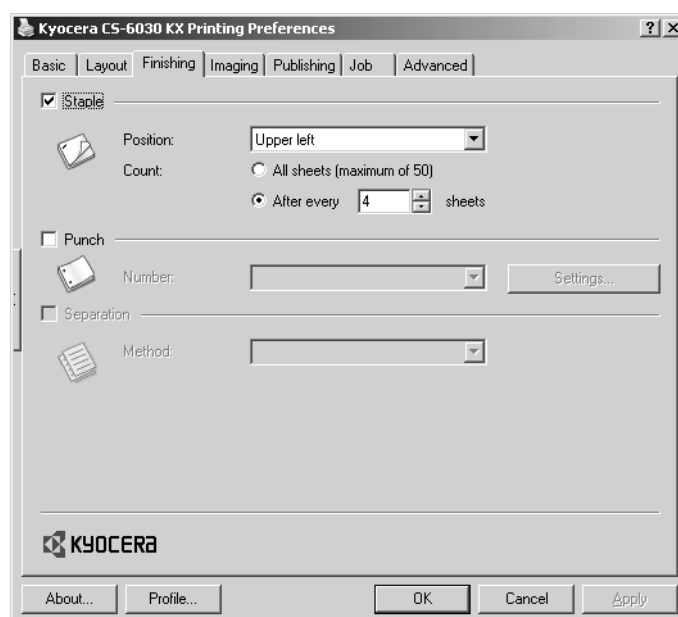
After installation, optional equipment must be selected in the printer driver in the **Device Settings** tab. For further details, refer to *Installing Optional Devices* on page 2-1.

> **Note: Staple** and **Separation** features cannot be used together.

Using the Stapler

1   From the application's **Print** dialog box, open **Properties**. (Select **Print** from the **File** menu, and select **Properties**.)

2   In the **Basic** tab, under **Destination**, select a face-down finishing tray, such as **Finisher (face-down)** or **Tray A (face-down)**.

3   Click the **Finishing** tab, then select **Staple**.

4   Select one of the available stapling positions: **Upper left**, **Upper right**, or **Booklet**. (Some models support multiple booklet positions.)

Note: You can increase the left or top margin to provide additional space for stapling by using the **Gutter** feature in the **Layout** tab. See *Scaling And Gutters* on page 4-6.

5   Select how many pages to staple together under **Count**.

Note: The maximum number of sheets that can be stapled varies, depending on the selected **Page size** or **Media type**.

- **All sheets** (maximum of [--])

  Staples all document sheets up to the displayed limit. If the document being printed has more than the maximum number of sheets, the maximum number will be stapled, and the remainder will be stapled separately.

  For example, If the maximum is 50 and the document has 58 sheets, the first 50 sheets will be stapled together, and the last eight will be stapled together.

- **After every [--] sheets**

  Select this option to divide the document into sets, with a specified number of sheets in each set, then staple each set separately. You can designate from 2 sheets up to the limit displayed under **All sheets**. If the final set has fewer sheets than the limit, it will be stapled.

  For example, if stapling has been specified after every 20 sheets for a document that has 58 sheets, the print job will be stapled in sets of 20, 20, and 18 sheets.

6   Click **OK** to return to the **Print** dialog box.

7   Click **OK** to start printing.

The final printed document will be stapled and delivered to the output tray.

For further details about stapler specifications, refer to your finishing device's *Operation Guide.*

Punch

The **Punch** feature is available on printing systems with an optional finishing device installed. This feature places hole punches along the edge of the printed pages, so that the pages can be bound together or placed in a binder. Punch cannot be used when **Booklet** is selected in the **Layout** tab.

Note: Not all finishing devices support the punch feature. For further details, refer to *Installing Optional Devices* on page 2-1.

Using Hole Punch

1 In your application, open the **Print** dialog box, then open **Properties**. (Select **Print** from the **File** menu, and select **Properties**.)

2 In the **Basic** tab, under **Destination**, select a face-up or face-down finishing tray.

3 Click the **Finishing** tab, then select **Punch**.
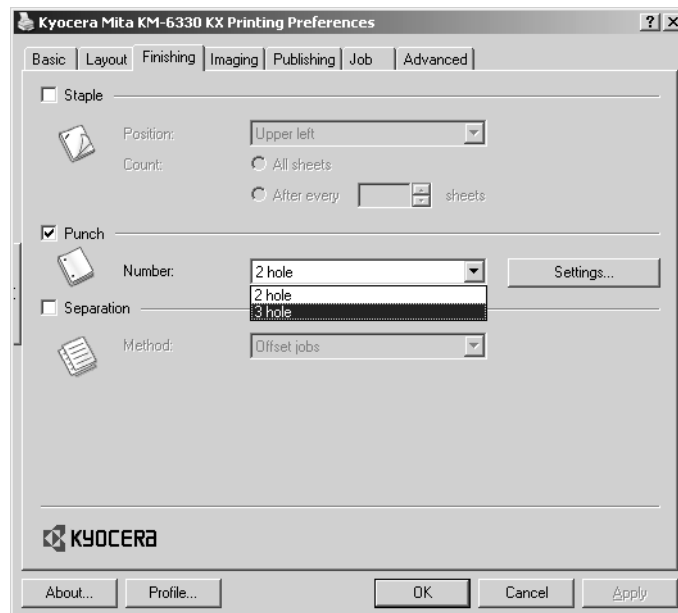
4 Select the number of hole punches: 2 hole, 3 hole, or 4 hole. Available punch options are set in the **Device Settings** tab and depend on the punch unit installed. For further details, refer to *Installing Optional Devices* on page 2-1. For information on positioning the hole punches, refer to *Position the Hole Punch* below.

- For metric specification, use 2 hole and 4 hole punch options.
- For inches specification, use 2 hole and 3 hole punch options.

5 Click **OK** to return to the **Print** dialog box.

6 Click **OK** to start printing.

The print job will be punched by the finishing device and delivered to the output tray.

For further details about hole punch specifications, refer to your finishing device's *Operation Guide*.

Position the Hole Punch

1 With **Punch** selected in the **Finishing** tab, click the **Settings** button.
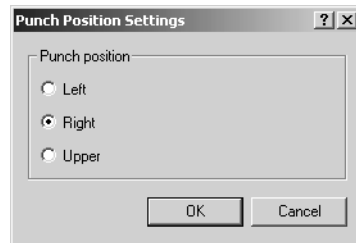
2 In the **Punch Position Settings** dialog box, select where to place the hole punches on the page: **Left**, **Right**, or **Upper**.

3 In the **Punch Position Settings** dialog box, click **OK**.

4 Click **OK** to return to the **Print** dialog box.

5 Click **OK** to start printing.

The print job will be punched by the finishing device and delivered to the output tray.

Note: Each sheet will be punched separately. When sheets are stacked, the holes may not line up exactly.

You can increase the left or top margin to provide additional space for hole punches by using the **Gutter** feature in the **Layout** tab. For further details, refer to *Scaling And Gutters* on page 4-6.

Separation

When multiple copies of a print job are printed, they can be difficult to separate in the output tray. The **Separation** feature stacks copies so that one can be clearly distinguished from another. Available options are:

- **Offset jobs** physically shifts each print job in the output tray.
- **Rotate copies** stacks each copy of a print job at right angles in the output tray.

Note: Offset jobs and **Rotate copies** will not be available at the same time. Some models do not support both options.

Offset Jobs

Offset jobs physically shifts each print job in the output tray. This feature requires an optional finishing device such as a Booklet stitcher or Multi finisher. For further details, refer to *Installing Optional Devices* on page 2-1.

Note: To ensure consistent offset stacking, all users printing to the same printing system should select **Offset jobs** as the default setting. For further details, refer to *Printer Properties* on page 2-1.

1 From the application's **Print** dialog box, open **Properties**. (Select **Print** from the **File** menu, and select **Properties**.)

2 In the **Basic** tab, under **Destination**, select a face-down finishing tray, such as **Finisher (face-down)** or **Tray A (face-down)**.

3 Click the **Finishing** tab, then select **Separation**. The **Offset jobs** option is selected.
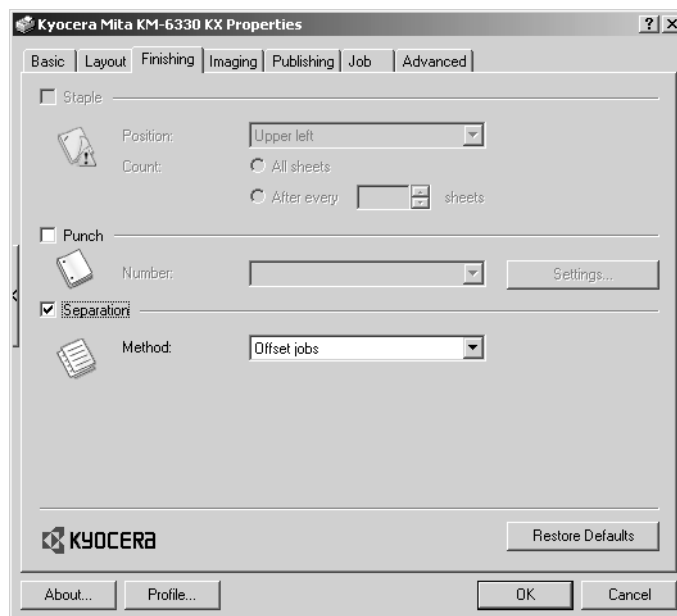
4 Click **OK** to return to the **Print** dialog box.

5 Click **OK** to start printing.

Your print job will be stacked in the output tray, offset from other jobs in the same tray.

Rotate Copies

Rotate copies stacks each copy of a print job at right angles in the output tray.

This feature requires the following:

- A Hard disk must be installed or a RAM disk enabled. For further details, refer to *Installing Optional Devices* on page 2-1.
- Paper size selections are limited to Letter, A4, or B5 (JIS).
- The selected paper size must be loaded into two paper sources, one horizontally and one vertically.
- The print job must contain multiple pages and be specified to print multiple copies.

1 From the application's **Print** dialog box, open **Properties**. (Select **Print** from the **File** menu, and select **Properties**.)

2 In the **Basic** tab, under **Destination**, select an option that is not a finishing tray, for example: **Printer default** or **Inner tray**.

3   Select a number of copies greater than 1.

4   Click the **Finishing** tab, then select **Separation**. The **Rotate copies** option is selected.

5   Click **OK** to return to the **Print** dialog box.

6   Click **OK** to start printing.

Your print job will be stacked in the output tray with each copy alternating horizontally and vertically.

6 Imaging

The **Imaging** tab contains options for print job **Quality** and **Grayscale** for monochrome models. Color models offer these features plus **Color** adjustments.
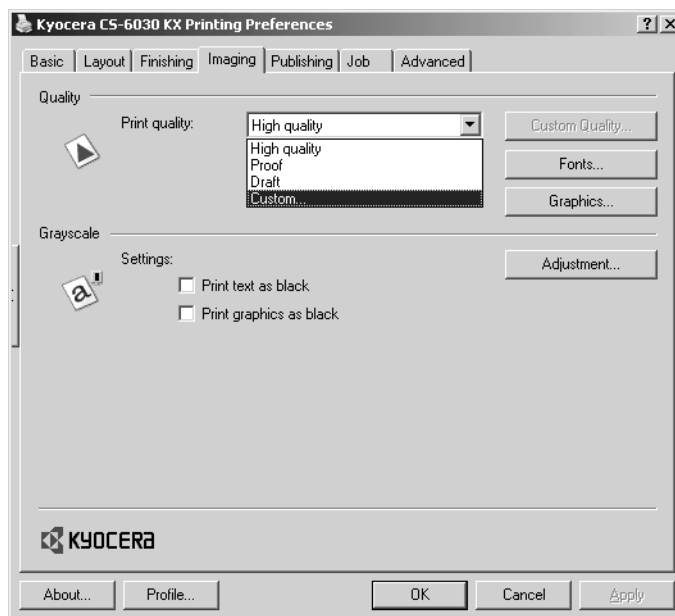
Print Quality

1 From the **Print** dialog box of the application, click **Properties**.

2 In the **Properties** dialog box, click the **Imaging** tab.

3 Select a **Print quality** from the list.

4 If you select **Custom** as the **Print quality**, next to the list click **Custom Quality** to open the **Custom Quality Settings** dialog box.

Print Quality	
Option	**Description**
High quality	Uses the highest printing system resolution.
Proof (monochrome printers only)	Uses the second highest printing system resolution.
EcoPrint	Uses a resolution of 600 dpi.
Custom	Choose your own combination of settings for **Resolution**, Kyocera **KIR** Image Refinement, and **EcoPrint**.

Custom Print Quality Settings

You can select one or more **Custom Quality Settings**:

- **Resolution**
- **Kyocera Image Refinement**
- **EcoPrint**

These settings can extend the life of toner cartridges by adjusting print resolution to reduce the amount of toner used.
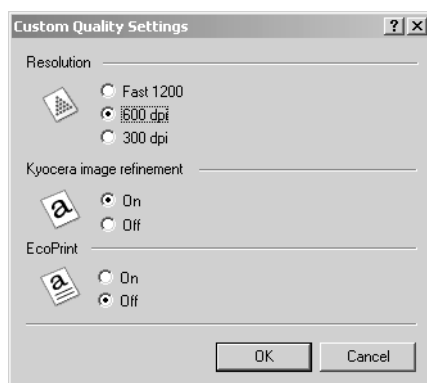
Note: The availability of EcoPrint on color printers depends on the printer model and PDL (Page Description Language). For further details on changing the page description language, refer to *PDL Settings* on page 2-6. For some color printer models, Kyocera Image Refinement KIR is only available for monochrome printing.

Custom Option	Description
Resolution (monochrome printers only)	The number of dots printed in one inch. At higher resolutions more detail appears in the print job. Select Fast 1200 mode, 600 dpi, or 300 dpi. Printer models FS-1800, FS-1800+, and FS-3800 support Fine 1200 mode.
Kyocera Image Refinement (**KIR**)	Smoothes the outlines of text and vector graphics. For color printers, this option is only available when printing in monochrome mode.
EcoPrint	Reduces the amount of toner placed on the printed page, and extends the life of the toner cartridge, making EcoPrint both economical and ecological. Because toner saturation is reduced, the text and graphics appear lighter in the print job. EcoPrint does not increase print speed. For some color models, the EcoPrint options are: **Off**, **75%**, or **50%**.

Fonts

The **Fonts** feature lets you specify how TrueType fonts are sent to the printing system. The chosen method will affect the speed and quality of the print job.

> **Note:** All of Kyocera's device fonts are TrueType fonts; do not disable them in the driver.

1 Click **Fonts** to open the **Font Settings** dialog box.
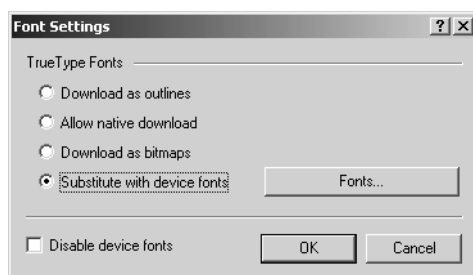
2 Select one of the methods for sending TrueType fonts, and then click **OK** to save your selection:

Fonts	
Option	**Description**
Download as outlines	Best suited for large documents or print jobs using multiple fonts and font sizes. Print speeds will be faster because of the optimization features in this setting. The repetition of similar font data sent to the printing system will be reduced, thereby increasing the print speed.
	Print speed will not be increased when using Asian fonts such as Japanese, Chinese, and Korean, because of the large amount of font information used for these particular fonts.
Allow native download	Improves text quality and increases print speed by converting TrueType fonts to Adobe Type 42 font format. This feature is available when **KPDL** is selected in the **PDL Settings** dialog. For further details on changing the page description language, refer to *PDL Settings* on page 2-6.
Download as bitmaps	Bitmap downloading provides more detail, however it creates large file sizes.
	Select under these circumstances:
	• For print jobs with very small fonts (point size 1-4), user-defined fonts, or Asian fonts.
	• For operating systems with fewer TrueType system fonts (Microsoft Windows 3.1, Windows 98 and Millennium Edition). Non-TrueType fonts can only be downloaded as bitmaps.

Fonts	
Option	**Description**
Substitute with device fonts	System fonts and device fonts are automatically matched based on typeface name. To match a specific device font with a system font, select **Substitute with device fonts**, then click **Fonts** to open the **Font Substitution** dialog box.
	Select under these circumstances:
	• To increase print speed and efficiency.
	• To change a font found throughout a large document. This selection replaces the old font with the desired font.

Note: GDI compatible mode does not support **Substitute with device fonts**. For further details on GDI compatible mode see *page 2-7*.

Font Substitution

With **Substitute with device fonts** selected as the font setting, click **Fonts** to open the **Font Substitution** dialog box.
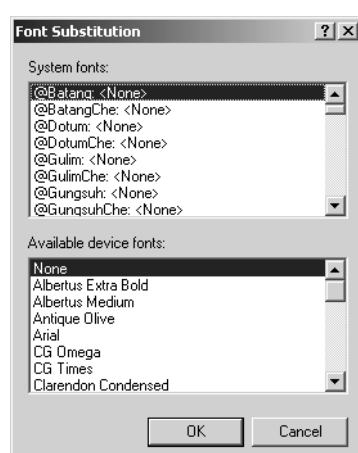
The **System fonts** list shows the fonts installed on your computer. The printing system fonts are listed in the **Available device fonts** list. Select the system font then the available device font to be substituted. If the device font does not have similar font characteristics to the system font, character spacing in the document will appear incorrect.

Disable Device Fonts

In some cases, the printing system substitutes fonts even if you send the TrueType fonts as outline fonts or bitmap images. Select **Disable device fonts** to prevent substitution of device fonts for TrueType fonts.

When printing with AutoDesk or Adobe applications and Microsoft Office versions older than Office 2000, select **Disable device fonts** to overcome device font limitations with these applications. Device fonts are normally visible in application font lists as printer icons next to the font name, unless there are equivalent system fonts, in which case the "TT" TrueType icon remains.

This option also improves portability of printable data. (If cleared, device fonts may not match when sent to a different printing system.)

The **Substitute with device fonts** option is disabled if **Disable device fonts** is selected.

Graphics

From the **Imaging** tab, click **Graphics** to open the **Graphics Settings** dialog box. Choose your graphics settings, and then click **OK** to save your selections. See below for descriptions of graphics settings options.

Note: Some options are available only when a specific PDL is selected. To view or change PDL settings, in the Windows Printers and Faxes folder, right-click the icon for your printing system and select **Properties.** For further details on changing the page description language, refer to *PDL Settings* on page 2-6.

Pattern Scaling

Adjust the pattern scaling to improve visual compatibility between screen and print output.

If printed patterns and fills do not match the appearance of that on the screen, use this feature to select a different print density.

Pattern Scaling	
Option	**Description**
Auto (default setting)	In most cases, this option prints patterns and fills to match the on-screen appearance.
Coarse	Prints patterns and fills with the fewest number of lines, patterns, or dots. Coarse is the same as Auto when **PCL XL** or **PCL 5e/c** is selected in the **PDL Settings** dialog box.
Medium	Prints patterns and fills with a greater number of lines, patterns or dots than the Coarse setting. Medium is the same as Auto when **KPDL** is selected in the **PDL Settings** dialog box.
Fine	Prints patterns and fills with the greatest number of lines, patterns, or dots. Printed patterns and fills may appear more dense than the on-screen appearance.

Inversion Options

Inversion options are available when **KPDL** is selected in the **PDL Settings** dialog box.

Inversion options	
Option	**Description**
Reverse image	Prints images like a photo negative, reversing black and white areas of the image.

Inversion options	
Option	**Description**
Mirror print	Prints the page content backwards, as it would appear in a mirror image.

Optimization

Optimization selections are available when **KPDL** is selected in the **PDL Settings** dialog box.

Optimization	
Option	**Description**
Fast printing	Delivers images in binary format. Fast printing decreases spool size and increases print speed. Use it for most everyday printing needs.
Document portability	Creates a PostScript file in ASCII text encoding. Unlike the binary format created in Fast printing, the ASCII text created with this selection can be edited.

Color

Options in **Color Mode** let you choose how the printing system processes color matching for a print job. Color matching is the process of accurately and consistently converting RGB colors (colors as shown on the computer monitor) to CMYK colors (colors as used for output printing). **RGB** is an acronym for **R**ed, **G**reen, and **B**lue. CMYK is an acronym for **C**yan, **M**agenta, **Y**ellow and Blac**k**.

Color mode offers the following options:

Color Mode	
Option	**Description**
Color (CMYK)	Prints full four-color text and graphics.
Monochrome	Prints as black only, constraining all color settings. Click **Adjustment** to change the **Adjustment settings**.
Custom	Select to make **Continuous tone** settings available.

Continuous Tone

Continuous tone prints a wide range of color with every shade of gray represented.is the tone setting most associated with photographic images. For color models, **Continuous tone** and **Gloss mode** are available in addition to **Print text as black**, and **Print graphics as black**.

Gloss mode simulates high-gloss copies by adding a glossy appearance to printed text and images.

Continuous tone and **Gloss mode** are available when **Custom** is selected under **Color mode**.

Custom Color Mode Adjustment

To specify custom color settings:

1 Select **Custom** from the **Color mode** list.

2 To open the **Adjustment Settings** dialog box, click **Adjustment**. A preview image in the dialog box illustrates color changes.

| Crayons
Saturation or RGB
adjustment | Portrait
Skin tone and mid-tone
adjustment | Fruit
Hue adjustment |
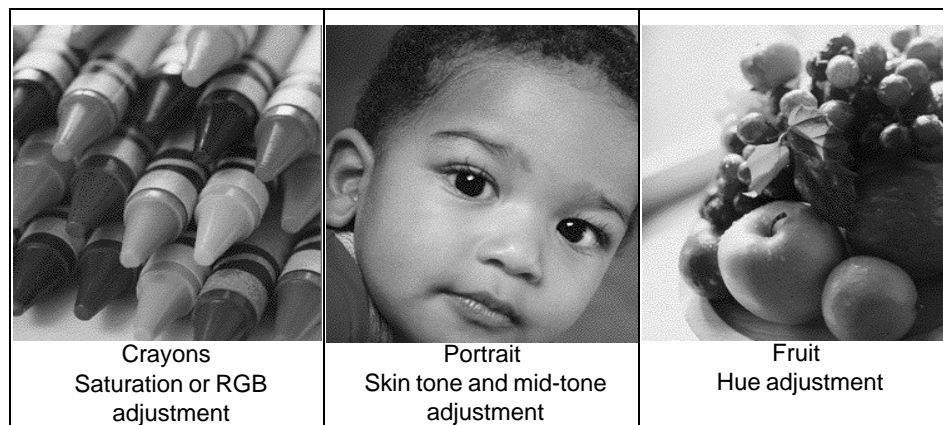
3 From the **Custom color adjustment** list, select **Custom 1**, **Custom 2**, or **Custom 3**.

4 To open the **Custom Color Adjustment** dialog box, click **Settings**.

5 Select **HSL (hue, saturation, lightness)** or **RGB** (red, green, blue) as the color space to work with.

6 Click the arrow buttons beneath the photograph to select one of three different images. Different colors are emphasized in each of the photographs to aid in the color adjustment process.

HSL (Hue, Saturation, Lightness)

1 Under **Select color space**, select **HSL (hue, saturation, lightness)**. HSL lets you adjust the full spectrum, brightness, contrast, and vividness of the color.
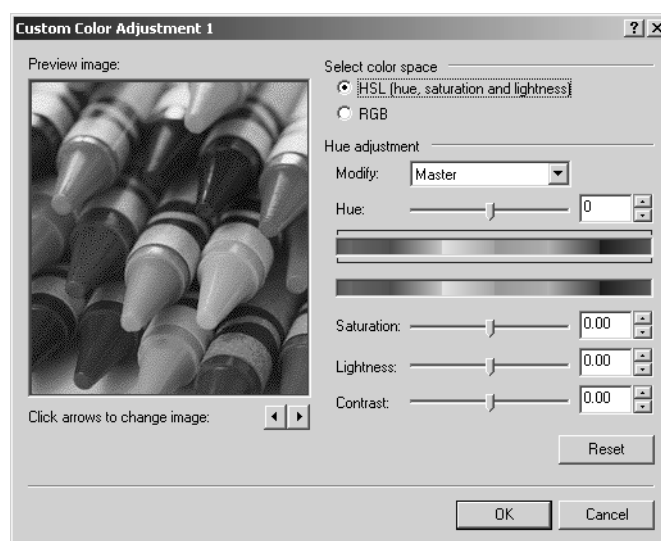
2 Adjust the distribution and balance of hues.

For coordinated hue adjustment, select **Master** from the **Modify** list. Drag the **Hue** slider to the right or left to increase or decrease the value between -180 and +180.

For specific hue adjustment, select **Red**, **Yellow**, **Green**, **Cyan**, **Blue**, or **Magenta** from the **Modify** list. Drag the **Hue** slider to the right or left to increase or decrease the value between -10 and +10.

The upper color bar indicates the adjustment made when the slider is dragged, or a value is typed in the box. The horizontal bracket above the upper color bar shows the part of the color bar affected by the adjustment.

The lower color bar provides a reference point to the color bar above it for **Hue Adjustment**.

3 Drag each slider to adjust the **Saturation**, **Lightness** and **Contrast** between -10 and +10. You can also type values in the boxes.

4 If you want to return all HSL settings to zero, click **Reset**.

5 Click **OK** to save the new HSL settings.

RGB

1 Under **Select color space**, select **RGB**. RGB adjusts only the relative values of the colors red, green, and blue.

2 Under each bar, drag the slider to adjust the relative values of **Red**, **Green**, and **Blue** between -10 and +10. You can also type values in the boxes.
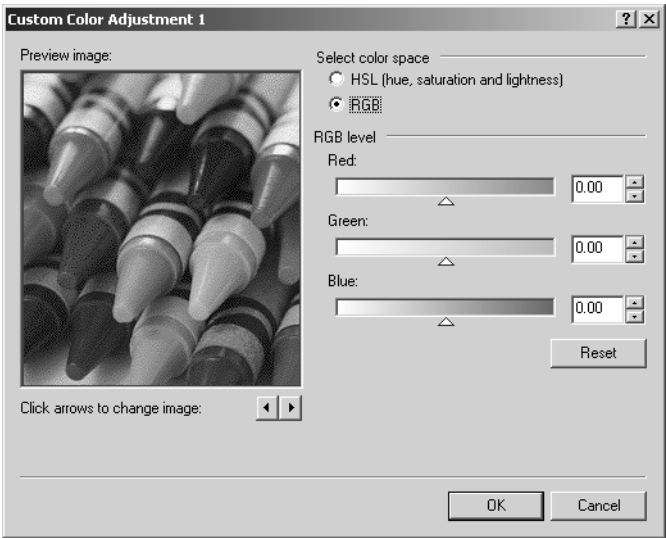
3 If you want to return all RGB settings to zero, click **Reset**.

4 Click **OK** to save the new RGB settings.

Color Correction

Color Matching is used for greater consistency in color reproduction among various devices. It compensates for the different color spaces of color printing systems. Selecting and applying a set of profiles is called a color profile. Color Correction is unavailable when **Monochrome** is selected under **Color Mode**.

Click **Correction** to open the **Color Correction** dialog box. Select one of the color correction options. Options for **ICM** (Image Color Management) are available by selecting **ICM Settings**. For more information see the section on *ICM Color Correction* on page 6-10.

Color Correction	
Option	**Description**
Automatic	Performs color matching according to the default color profile specified in the **Color Management** tab in **Properties**.
ICM (system corrected)	Specifies color rendering in the print job to make it as close to the original as possible. ICM technology relies upon associating an output device like a printing system with a Color Profile. An ICM Profile for a printing system contains information about rendering accurate color information for that device. The settings for ICM must be set in the **Color Management** tab in the printing system **Properties**. In Windows 2000 and XP, additional ICM rendering intent options are available under **ICM Settings**. **Note:** ICM technology is not supported in Windows 95 or Windows NT.

Color Correction	
Option	**Description**
None (application corrected)	Processes the color data without applying the adjustments contained in the printing system's internal color look-up tables. Ink simulation will not be executed. This is useful if the application provides its own color correction.

Color Reproduction

1 In the **Color Correction** dialog box, select **Automatic**, then click **Color Reproduction**. (The **Color Reproduction** button is enabled only when **Automatic** is selected.)

2 In the **Color Reproduction** dialog box, select one **Mode**, then click **OK** to save the selection.
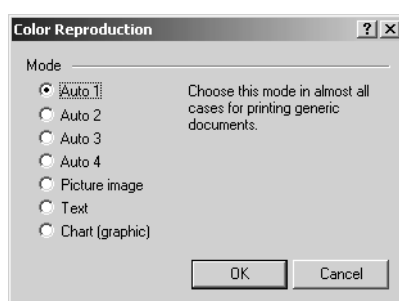
Color Reproduction	
Option	**Description**
Auto 1	For use in almost all cases, for printing generic documents.
Auto 2	Prints black text and graphs in black toner only.
Auto 3	Prints black text and graphs in four-color toner (CMYK).
Auto 4	Prints images and graphs similar to colors shown on the monitor.
Picture image	Prints images, text, and graphs similar to colors shown on the monitor.
Text	Prints images, text, and graphs in vivid color (black prints with black toner only).
Chart (graphic)	Prints images, text, and graphs in vivid color (black prints with four-color toner (CMYK).

ICM Color Correction

1 In the **Color Correction** dialog box, select **ICM (system corrected)**, then click **ICM Settings**.

2 In the **ICM Settings** dialog box, select one **Rendering intent**, then click **OK** to save the selection.

ICM Settings	? X
Rendering intent	
● Optimize for exact color (Colormetric)	
○ Optimize for color contrast (best for images)	
○ Optimize for color saturation (best for graphs)	
	OK Cancel
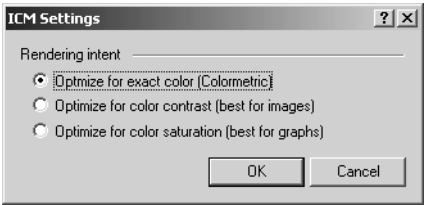
ICM Settings	
Option	**Description**
Optimize for exact color (Colormetric)	Select when colors must match precisely in all print jobs, such as colors in a corporate logo.
Optimize for color contrast (best for images)	Select for images or scanned photographs containing many colors or shades of color. Optimizes for color contrast by adjusting contrast to preserve detail throughout the tonal range.
Optimize for color saturation (best for graphs)	Select for graphs or charts containing solid colors. Optimizes for color saturation by adjusting hue to preserve the vividness of pure colors.

7 Publishing

Cover Mode, Page Insert, and Transparency Interleaving

This section describes the Cover mode, Page insert, and Transparency interleaving features of the printer driver. When these options are used with the MP tray, cassette mode (the default setting), must be set. For further details, refer to the printing system's *Operation Guide*.

- **Cover mode:** Adds a front or back cover to your document.
- **Page insert:** Inserts blank or printed pages before pages in your document.
- **Transparency interleaving:** Inserts a blank or printed page between transparencies.

Printing with Covers

For your document's front cover or front and back covers, you can insert and print on paper that is a different weight or color than the paper for the body of the document. You can also specify cover printing when completing booklet printing settings. The paper used for printing the document body is specified in the **Paper** settings in the **Basic** tab of the **Properties** dialog box. The source of the cover paper is specified by adjusting the **Media for cover** settings in the **Publishing** dialog box. You can also print on the covers.

A duplex unit must be connected in order to print using the **Front inside** or **Back outside** options. You must also specify **Print on Both Sides** in the **Basic** tab.

Although **Cover mode** and **Page insert** may be used simultaneously, they cannot be used with **Transparency interleaving** (described in *Transparency Interleaving* on page 7-7).

For further details on printing with covers in the booklet printing settings, refer to *Booklet Printing* on page 4-2.

1   From the application's **Print** dialog box, open the **Properties**. (Select **Print** from the **File** menu and select **Properties**.)

2   In the **Properties** dialog box, click the **Publishing** tab.
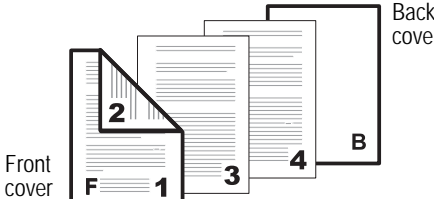
3 Select the **Cover mode** check box. Select from the page arrangements described in the table below.
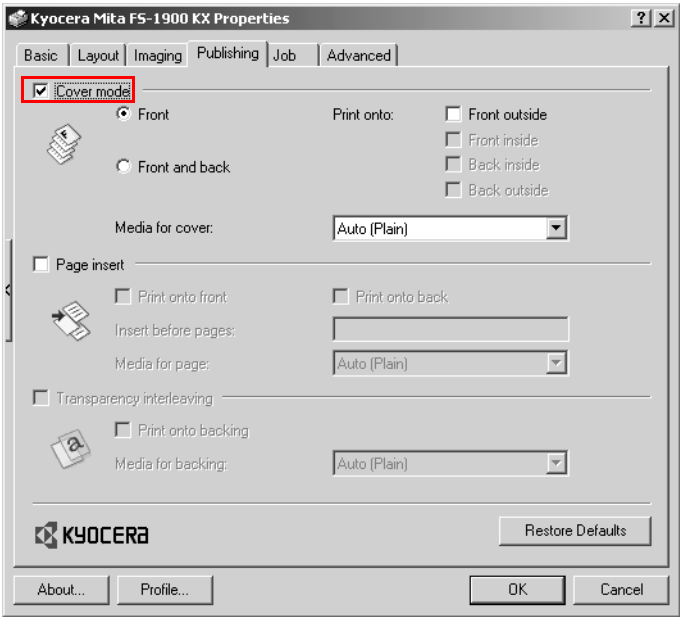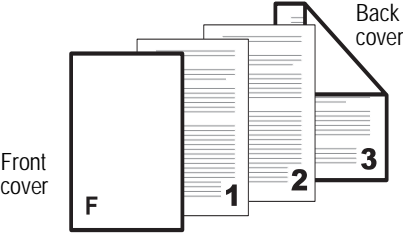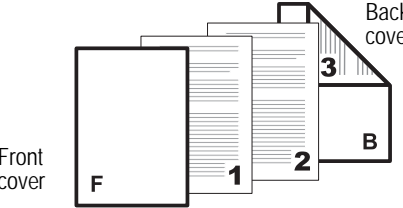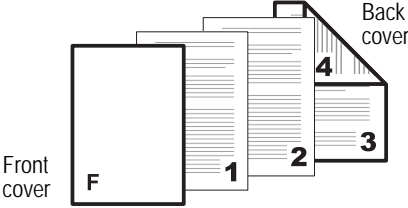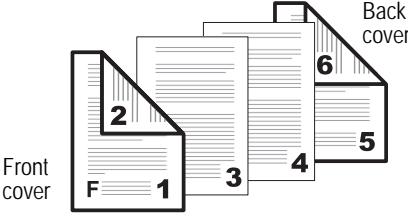
Cover Printing Options

Check Box Selection	Cover Insertion Type
⊙**Front**	Inserts a blank front cover.
⊙**Front** ☑**Front Outside**	Prints on the outside surface of the front cover.
⊙**Front** ☑**Front Inside**	Prints on the inside surface of the front cover.

Check Box Selection	Cover Insertion Type
⊙**Front** ☑**Front Outside** ☑**Front Inside**	Prints on the outside and inside surfaces of the front cover.
⊙**Front and Back**	Inserts blank front and back covers.
⊙**Front and Back** ☑**Front Outside**	Prints on the outside surface of the front cover and inserts a blank back cover.
⊙**Front and Back** ☑**Front Inside**	Prints on the inside surface of the front cover and inserts a blank back cover.
⊙**Front and Back** ☑**Front Outside** ☑**Front Inside**	Prints on both sides of the front cover and inserts a blank back cover.

Check Box Selection	Cover Insertion Type
⊙**Front and Back** ☑**Back Inside**	Prints on the inside surface of the back cover and inserts a blank front cover.
⊙**Front and Back** ☑**Back Outside**	Prints on the outside surface of the back cover and inserts a blank front cover.
⊙**Front and Back** ☑**Back Inside** ☑**Back Outside**	Prints on both sides of the back cover and inserts a blank front cover.
⊙**Front and Back** ☑**Front Outside** ☑**Front Inside** ☑**Back Inside** ☑**Back Outside**	Prints on both sides of the front and back covers.

Edit Cover Printing Options

1 From the **Media for cover** list, select the media type or source cassette for the front and back covers. When you choose the media type, a source cassette matching that media is automatically selected.
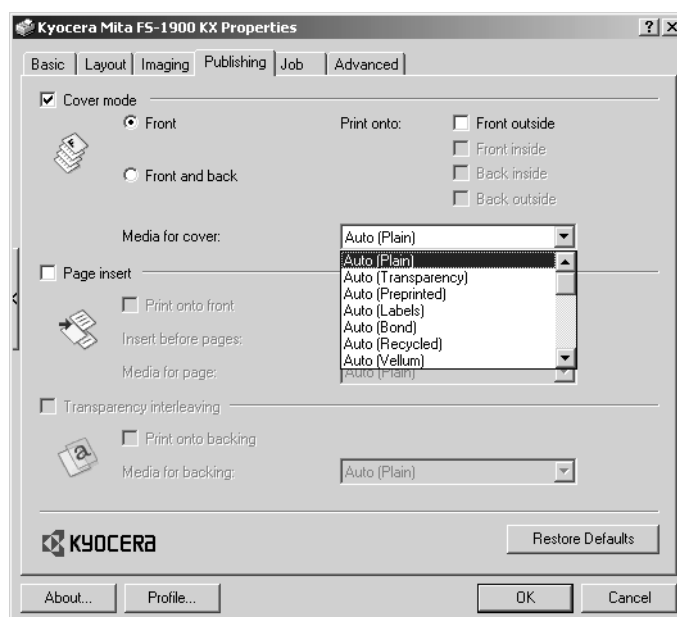
Note: Heavy, thin, or other special papers must be supplied from the MP tray. Media type selections are not supported for KM-1530.

2 Load the paper for the front and back cover in the paper cassette selected in step 1.

3 Click **OK** to return to the **Print** dialog box

4 Click **OK** to start printing.

Page Insert
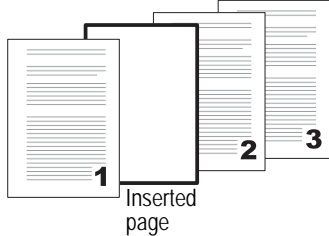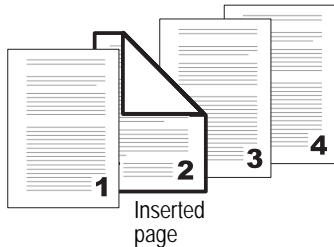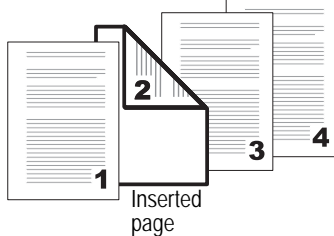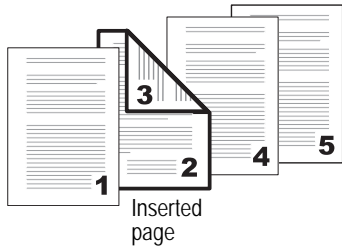
You can insert a preprinted page or a page of a different paper type before a designated page. You can also print on the inserted paper. If a duplex unit is installed, you can also print on the reverse of the inserted paper.

Although the **Page insert** and **Cover mode** may be used simultaneously, they cannot be combined with **Transparency interleaving** (described in *Transparency Interleaving* on page 7-7).
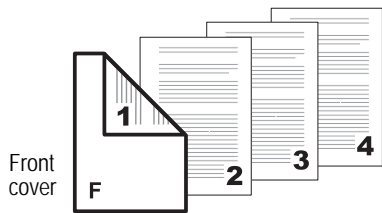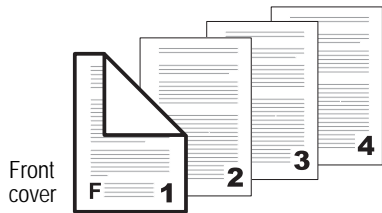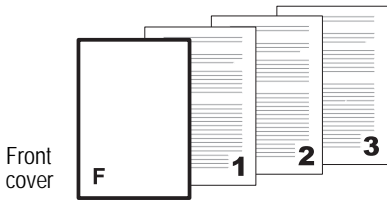
Insert Page Printing

1 From the application's **Print** dialog box, open the **Properties**. (Select **Print** from the **File** menu and select **Properties**).

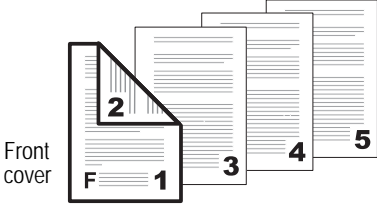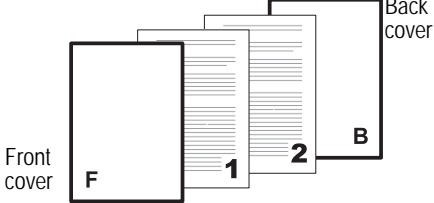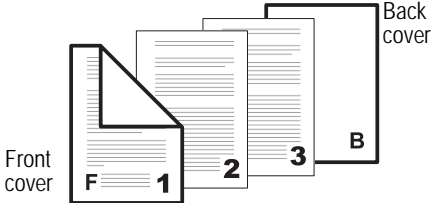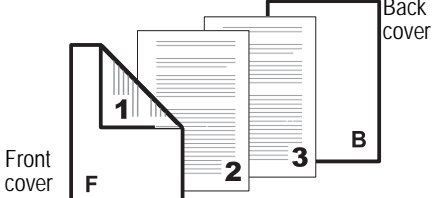**2** In the **Properties** dialog box, click the **Publishing** tab.

3 Select the **Page insert** check box. Select the option corresponding to your desired page arrangement as shown in the table below. To print on both the front and back

of the inserted page, enable the **Print onto front** and **Print onto back** check boxes.

Check Box Options	Page Insertion Types
☑**Page insert**	Inserts a blank page before the second page.
☑**Page insert** ☑**Print onto Front**	Prints on the front surface of the inserted page.
☑**Page insert** ☑**Print onto Back**	Prints on the inside surface of the inserted page.
☑**Page insert** ☑**Print onto Front** ☑**Print onto Back**	Prints on both sides of the inserted page.

Combinations

Adjust Media Combination Settings

1 Enter the page number to insert. A page will be inserted between the page number you entered and the page before it. For duplex printing without printing on the cover, you can designate for pages to be inserted starting with page 2 and ending on page

255. For duplex printing and if you check print cover front and back, then the range is 3 to 255. If simplex printing, the range is from 2 to 511.
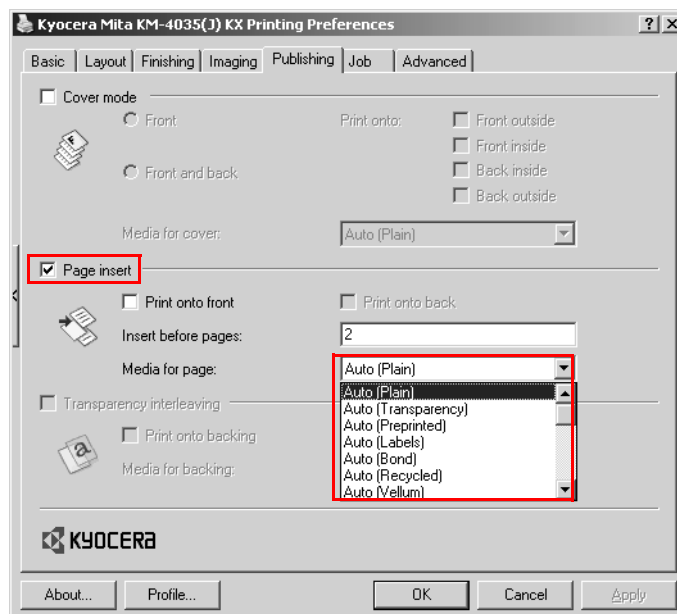
2 To designate several pages in the document for insertion, enter a comma (,) to separate them. For a series of insertions in a range of pages, use a hyphen (-). For example, to insert a page before pages 5, 11, 12, 13, and 18, enter [**5,11-13,18**].

3 From the **Media for page** list, select the media type of the inserted page or the source paper cassette.

When you choose the media type, a source cassette that matches that media is automatically selected. Heavy, thin, or other special papers must be supplied from the MP tray.

4 Click **OK** to return to the **Print** dialog box.

5 Load the paper into the paper cassette.

6 Click **OK** to begin printing.

Transparency Interleaving

Transparency interleaving inserts a page between each transparency in a print job to prevent damaging the transparencies. This function is only available when printing on transparencies supplied from the MP tray. On these inserted pages you can print the same content as for the transparencies.

Transparency interleaving cannot be used together with Cover mode or Page insert.

Transparency Interleaving Method

1 From the application's **Print** dialog box, open the **Properties**. (Select **Print** from the **File** menu and select **Properties**.)

2 If the Source and Media type lists have been combined in the **Compatibility Settings** dialog box, select **Auto (Transparency)**.

If the Source and Media type lists have not been combined, from the **Media type** list, select **Transparency**.
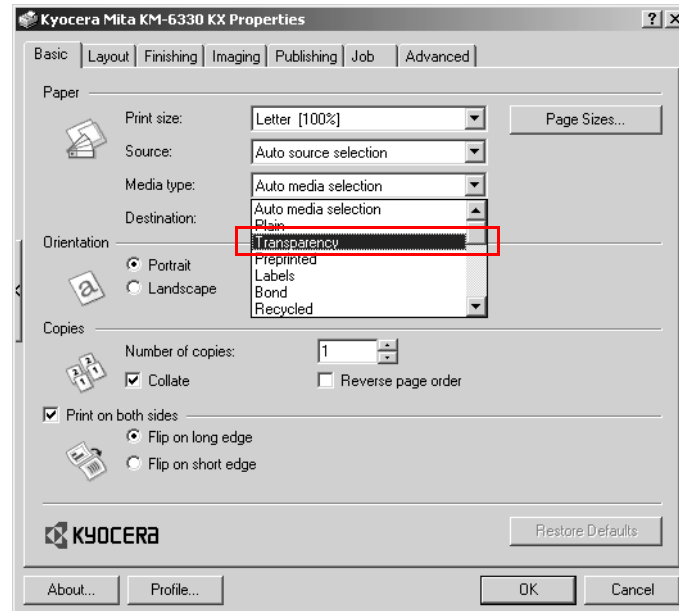
3 Click the **Publishing** tab.

4 Select the **Transparency interleaving** check box. To print the transparency content on the inserted pages as well, select the **Print onto backing** check box.
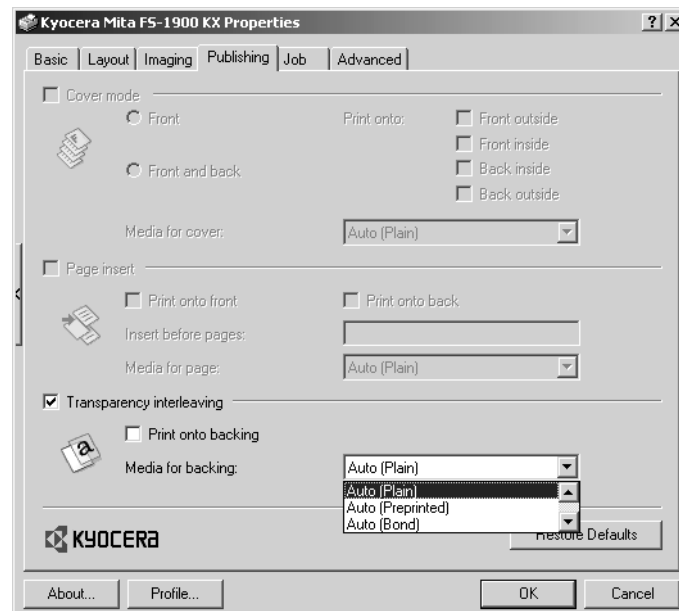
5 From the **Media for backing** list, select the media type of the backing sheet or the source paper cassette. When you choose the media type, the source cassette where that media is loaded will be automatically selected.

6   The printing system's operation panel will prompt you to load transparencies into the MP tray, and, if necessary, load backing paper into the selected cassette.

7   Click **OK** to begin printing.

8   Job

The Job options are available for printing systems with a hard disk installed or a RAM disk enabled. For further details on RAM disk setup, refer to *RAM Disk* on page 2-4. For some models, **Private print** and **Proof and hold** can be used with a RAM Disk.
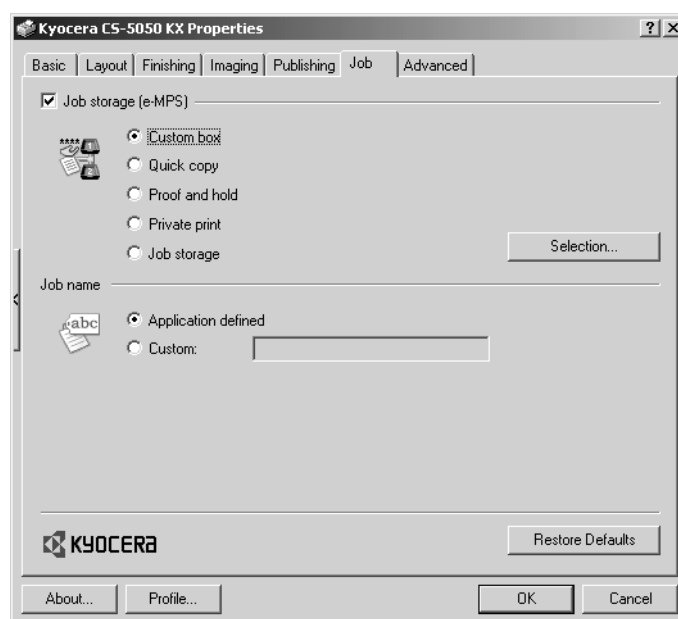
Job Storage (e-MPS)

The **Job** tab offers a variety of features, as listed below. Not all features are available on all printing systems. The Job tab will only show the features that are available on your particular printing system.

Printer Driver Menu Options	Function	Job Deletion after Printing	Access Code	Panel Message (Category)	Default number of copies printed
Custom Box	Stores print jobs for later printing from the operation panel.	User can specify how long job is saved	Yes	Document Box>	Same as for original job
Quick Copy	Prints all copies of a job and then saves it on the printing system's hard disk so it can be reprinted from the printing system's operation panel.	Saved until printing system power is turned off	No	Menu> e-MPS> Quick Copy	Same as for original job (adjustable)

Printer Driver Menu Options	Function	Job Deletion after Printing	Access Code	Panel Message (Category)	Default number of copies printed
Proof and Hold	When you print multiple copies, the printing system produces one copy for proofing and pauses. You can resume printing the remaining copies from the printing system's operation panel.	Saved until printing system power is turned off	No	Menu> e-MPS >Quick Copy	One fewer than original job (adjustable)
Private Print	Saves print jobs (without printing them) for printing later using the printing system's operation panel. Printing with this function requires an access code.	Deleted after printing	Yes	Menu> e-MPS > Private/ Stored	Same as for original job (adjustable)
Job Storage	Saves print jobs to print later as needed. You can print the required number of copies later from the printing system's operation panel.	Saved until manually deleted	Optional	Menu> e-MPS > Private/ Stored	1

Sometimes the application settings are given priority over the printer driver settings, causing a change in the output method.

If you select one of the Job options, the hard disk icon appears in the lower corner of the 3-D image.

Custom Box

Custom boxes are created on the printing system's hard disk and assigned to multiple users. Jobs saved in a Custom box can be printed later from the printing system's operation panel. Your printing system must have an installed hard disk to use this feature.

100 Custom boxes are set up on the printing system's hard disk at installation. The maximum number of Custom boxes is 1000.

When setting up a Custom box on the hard disk, you have the option of having jobs deleted after printing or of saving jobs for 1-31 days.

Registering a Custom Box

Before you can send a document to a Custom box, you must register a Custom box at the printing system's operation panel.

1 At the printing system's operation panel, press the **Document Box** key.

2 A list of Custom boxes that are already registered, if any, appears on the operation panel. Press the **Edit Box** key and then on the next screen press the **Add** key.

3 To assign the box number, press the Box Number **Change** key. Use the **+** and **-** keys to enter the box number and then press **OK**.

4 To give the box a name, press the Box Name **Change** key. Enter a name using the alphanumeric keypad and then press **Ok**.

5 Press the Box Password **Change** key, then press the **Password** key and enter the password using the alphanumeric keypad and press **OK**.

6 Next, press **Confirm Password** and reenter the password and then press **OK**.

7 Press **OK** one more time to finish entering the password.

8 If you would like to restrict the size of Custom boxes that can be created, press the Usage Restriction **Change** key and then use the **+** and **-** keys to enter a number, then press **OK**.

9 If you would like to set a time limit on how long the hard disk saves print jobs in this box, press the Auto File Deletion **Change** key. Use the **+** and **-** keys to set the number of days to save jobs, and then press **OK**.

10 When you have completed the Custom box settings, press the **Register** key.

Set Up Custom Boxes in the Driver

Use this procedure to set up Custom boxes in your printer driver (on your computer) that match the custom boxes registered at the printing system's operation panel.

1 Click **Start** in the Windows task bar, and click **Printers and Faxes** to open the **Printers and Faxes** window.

2 Right-click the icon for your printing system in the **Printers and Faxes** window. A list appears.

3 Click **Properties** in the list. The **Properties** dialog box appears. Click the **Device Settings** tab, and double-click **Hard disk**.
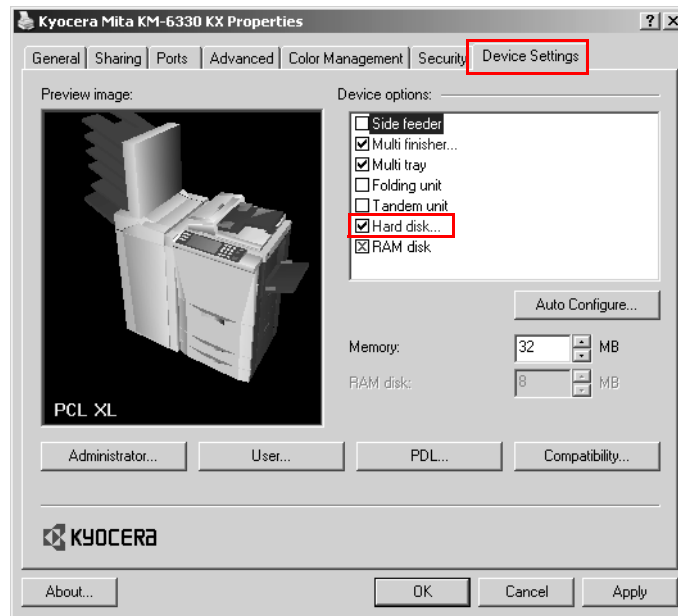
4 The **Hard Disk Settings** dialog box appears. Click **Add**. In **Box number**, enter a four-digit number between 0001 and 1000.
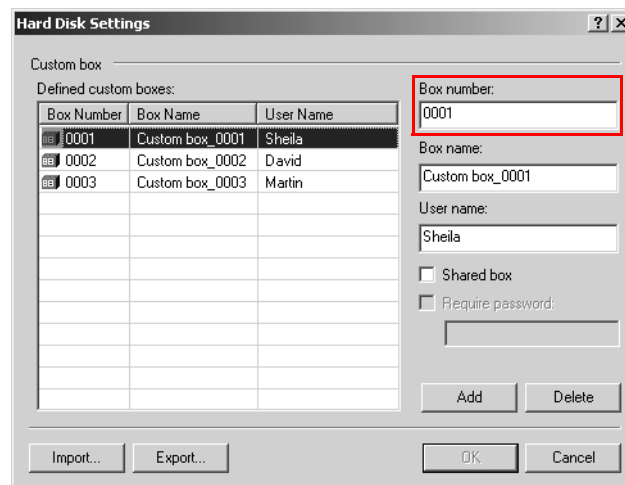
5 Enter a name in the **Box name** text box. The name can be up to 32 characters in length.

6 Enter a User name.

7 To share a box, select **Shared box**.

8 To set a password for the Shared box, select **Require password** and enter a password.

9 Click **Add**.

To assign multiple Custom boxes, repeat the steps for setting up custom boxes in the driver. When finished, click **OK** to close the **Hard Disk Settings** dialog box.

To delete a Custom box that you created, select the Custom box from the **Box Number** list and click **Delete**.

Import and Export a Custom Box List

This section explains how to import and export Custom box lists. You can save the list of Custom boxes created in the previous section onto your personal computer or network. Once saved, the list can be imported into other printer drivers.

Export

1 Click **Start** in the Windows task bar, and click **Printers and Faxes** to open the **Printers and Faxes** window.

2 Right-click the icon for your printer in the **Printers and Faxes** window. A list appears.

3 Click **Properties** in the list. The **Properties** dialog box appears. Click the **Device Settings** tab, and select **Hard disk**.

4 The **Hard Disk Settings** dialog box appears. Click **Add**. In **Box number**, enter a four-digit number between 0001 and 1000.

5 Click **Export**.

6 The **Export Custom Box List** dialog box appears. Select a save location from the **Save in** list.

7 Enter a **File name** and click **Save**.

8 Click **OK** to close the **Properties** dialog box.

Import

1 Click **Start** in the Windows task bar, and click **Printers and Faxes** to open the **Printers and Faxes** window.

2 Right-click the icon for your printing system in the **Printers and Faxes** window. A list appears.

3 Click **Properties** in the list. The **Properties** dialog box appears. Click the **Device Settings** tab, and select **Hard disk**.

4 The **Hard Disk Settings** dialog box appears. Click **Add**. In **Box number**, enter a four-digit number between 0001 and 1000.

5 Click **Import**.

6 The **Import Custom Box List** dialog box appears. Select the Custom box data file to import and click **Open**.

7 The Custom box list is opened and displayed in the **Defined Custom Boxes** area. Click **OK** to save the list. The imported list replaces all the Custom boxes that were already in the list.

Save Jobs in Custom Boxes

1 From the application's **Print** dialog box, open the **Properties** dialog box, and click the **Job** tab.

2 Select **Custom box** and click **Selection**.
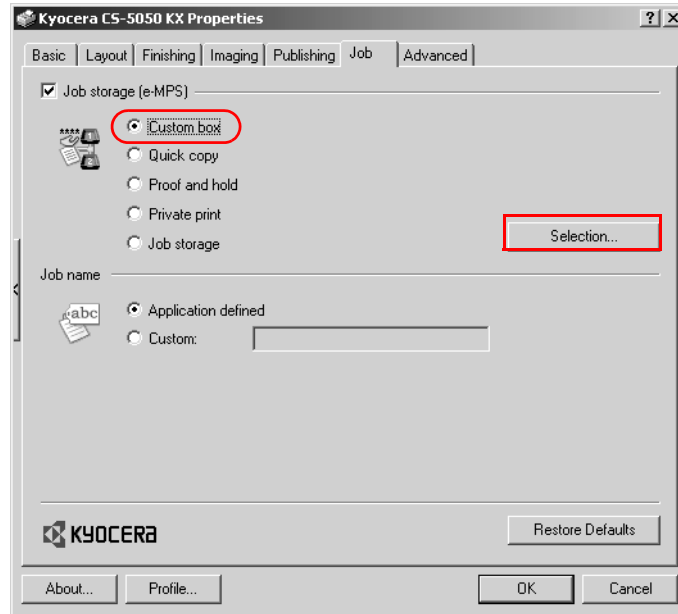
3 The **Custom Box Settings** dialog box appears.

If no Custom boxes have been created in the driver, the last two options will be disabled. See *Set Up Custom Boxes in the Driver* on page 8-3 for instructions on adding a Custom box.
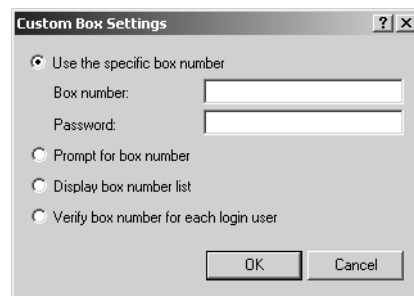
The options, and their behavior at print time are explained here:

Use the specific box number   This option lets you enter the box number and password here instead of after you click **Print** (or **OK**, depending on the application you are printing from). To use this option, select **Use the specific box number,** enter the box number and password, and then click **OK**.

Prompt for box number   If this option is selected, at print time the driver asks for the box number and password.

Display box number list   If you select this option, at print time the driver opens a dialog box with a list of Custom boxes to choose from. Select a box, enter the password, and then click **OK**.

Verify box number for each login user At print time this option asks for a box number and password for each login user saved to a custom box. The box number and password must have been already added to the Custom box list. See *Set Up Custom Boxes in the Driver* on page 8-3 for instructions on adding a Custom box.

Make a selection, enter a box number and password if needed, and then click **OK**.

4 Click **OK** to close the **Properties** dialog box, and then click **Print**. The job is saved to the specified Custom box and held for printing.

Print Jobs in Custom Boxes

Jobs are printed from the printing system's operation panel.

1 At the printing system's operation panel, press the **Document Box** key.

2 A list of custom boxes appears. Select a box and press **Open**.

3 A list of documents saved in the custom box appears. To select a document to print, press the checkbox in the left hand column. A checkmark appears.

4 Press **Print**.

5 A window with printing options appears. Here you can select options like duplex, staple, and paper size. For complete information on print settings that can be set at the operation panel, see your printing system's *Operation Guide*.

6 To print the document, press the **Start** key.

Quick Copy

After using the quick copy feature, a document can be reprinted from the operation panel.

1 In the **Properties** dialog box, click the **Job** tab.
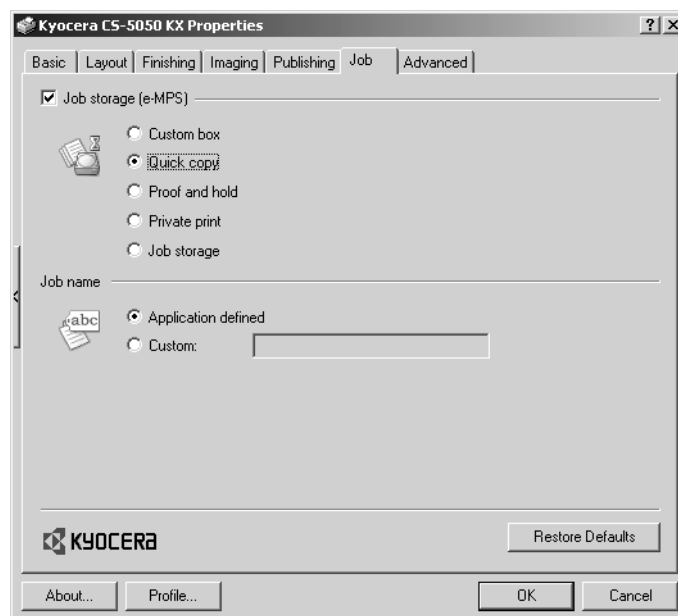
2 Select the **Job storage (e-MPS)** check box, and then select **Quick copy**.

3 You can name the job for later reference when printing from the printing system's operation panel. Under **Job name**, select **Application defined** for automatic naming by the application. Or, select **Custom** to enter a name of your choice. The name can be up to 31 characters.

4 Click **OK**.

5 When you **Print** from the application, the job will be saved to the hard disk while the specified number of copies prints.

Print Additional Copies of Quick Copy Jobs

> **Note:** The actual key sequence may differ depending on the model.

1 Press the **MENU** key at the printing system's operation panel.

2 Press the ▲ or ▼ key repeatedly until **e-MPS >** appears.

3 Press the ▶ key to open the submenu.

4 Press the ▲ or ▼ key repeatedly until **>Quick Copy** appears.

5 Press the **ENTER** key. A blinking question mark **[?]** appears by the user name. To set a user name, follow the instructions in *Identification* on page 2-5.

6 If the user name is correct, press the **ENTER** key. Otherwise, press the ▲ or ▼ key until the correct name appears.

7 Press the **ENTER** key.

8 The job name appears with a blinking question mark **[?].**
If this is the correct job for printing, press the **ENTER** key.

9 Otherwise, press the ▼ or ▲ key until the correct name appears. Then, press the **ENTER** key.

10 Press the ▼ or ▲ key to specify the number of copies.

11 Press the **ENTER** key. The Quick Copy job is reprinted in the specified number of copies.

Delete Quick Copy Jobs

1 Refer to steps 1 through 8 in *Print Additional Copies of Quick Copy Jobs* on page 8-8.

2 If this is the correct job for deletion, press the **ENTER** key.

3 Otherwise, press the ▼ or ▲ key until the correct name appears.

4 After the menu for specifying the number of print copies appears, press the ▼ key once. **Delete** appears.

5 Press **ENTER** to delete the job.

Proof and Hold

1 Open the Job tab as indicated in the instructions for *Quick Copy* on page 8-7. Select **Proof and hold**.

2 Name the job for future reference when printing from the printing system's operation panel.

- If you select **Application defined** in **Job name,** the application automatically names the document.
- In the **Job name** area, select **Custom** to enter a name of your choice. The name can be up to 31 characters in length.

3 Click **OK**.

When printing a **Proof and hold** job of multiple copies, only the first copy is printed and the remaining copies are saved. Follow the steps below after proofing the first copy.

Print the Remaining Copies of Proof and Hold Jobs

You can print the remaining copies of **Proof and hold** jobs following the same steps as for *Print Additional Copies of Quick Copy Jobs* on page 8-8. Use the keys at the printing system's operation panel to proceed. When using the **Proof and hold** option, the number of copies shown will be one less than the total due to the existing proof copy. The printed jobs will remain saved on the hard disk until the printing system is turned off. To delete jobs manually, use the same key sequences as explained in *Delete Quick Copy Jobs* on page 8-8.

Private Print

Private print jobs are saved to the hard disk for printing until a four-digit access code is entered. The saved jobs are deleted as soon as they are printed.

Save a Private Print Job

1 In the **Job** tab, select **Private print**.

2 Enter a four-digit number for the **Access code**.

3 You can name the job for later reference when printing from the printing system's operation panel.

- If you select **Application defined** in **Job name** the application automatically names the document.
- In **Job name**, select **Custom** to enter a name of your choice. The name can be up to 31 characters in length.

4 Click **OK**.

Print Private Print Jobs

Note: The actual key sequence may differ depending on the printing system model.

1 At the printing system's operation panel, press the **MENU** key.

2 Press the ▲ or ▼ key repeatedly until **e-MPS >** appears.

3 Press the ▶ key to open the submenu.

4 Press the ▲ or ▼ key repeatedly until **>Private/Stored** appears.

5 Press the **ENTER** key, the user name appears with a blinking question mark **[?]**.

6 If the user name is correct, press the **ENTER** key. Otherwise, press the ▲ or ▼ key until the correct name appears.

7 The job name appears with a blinking question mark **[?]**. Press the **ENTER** key.

8 The user name shown is specified following the instructions in *Identification* on page 2-5. If this is the correct job for printing, press the **ENTER** key.

9 Otherwise, press the ▲ or ▼ key until the correct job name appears, then press the **ENTER** key.

10 Enter the four-digit access code created in *Private Print* on page 8-9.

11 Press the ▲ or ▼ key to increase or decrease the number.

12 Press the ◀ or ▶ key to move the cursor right and left.

13 Press the ENTER key. Use the ▲ or ▼ key to specify the number of copies for printing.

14 Press the **ENTER** key to start printing.

15 After printing, the job will be automatically deleted from the hard disk. To delete the job without printing it, follow the same procedure as in *Delete Quick Copy Jobs* on page 8-8.

Job Storage

The Job storage feature saves jobs on the hard disk for future printing, even if the printing system is switched off. You can also use access codes to restrict the printing of forms.

1 In the **Job** tab, click **Job storage (e-MPS)** and then select **Job Storag**e.
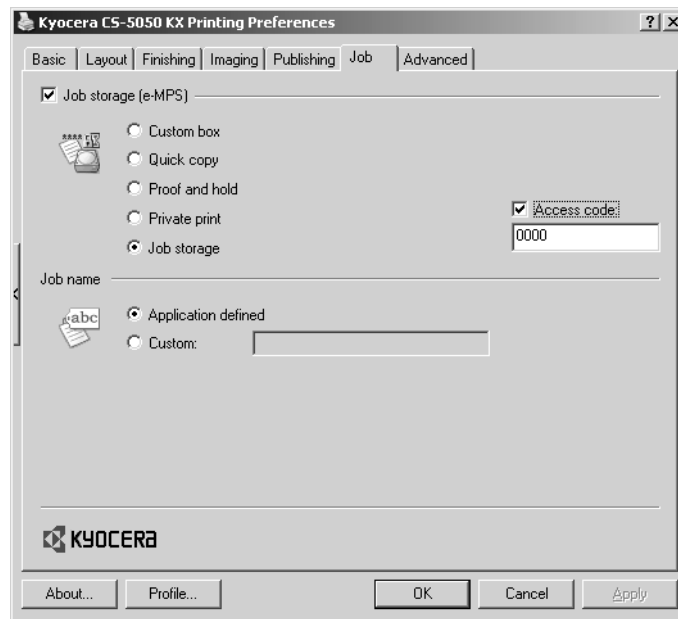
2 Select the **Access code** check box and enter the desired four-digit access code. When you want to print the saved jobs, enter the access code on the printing system's operation panel.

3 You can name the job for future reference when printing from the printing system's operation panel.

- If you select **Application defined** in the **Job name** box, the application automatically names the document.
- To give it a name you create, in **Job name**, select **Custom** and enter the name of your choice. The name can be up to 31 characters in length.

4 Click **OK**. When you select print, the job will be saved to the hard disk without printing.

Print Jobs Saved Using Job Storage

To print forms and other documents saved using Job Storage, follow the same steps as for *Print Private Print Jobs* on page 8-9.

The stored jobs will remain saved even after the printing system is switched off. To delete them manually, follow the same steps as for *Delete Quick Copy Jobs* on page 8-8. When deleting jobs, you must enter the same access code as saved in the **Job storage** procedure.

Job Name

Select a name for your print job to use with Job storage features, or to display the name on the printing system's operation panel while the job is printing. This can help manage documents when multiple users are using the device at the same time.

Select **Application defined** to allow the application to define the Job name or select **Custom** and type your own Job name, to a maximum of 79 characters.
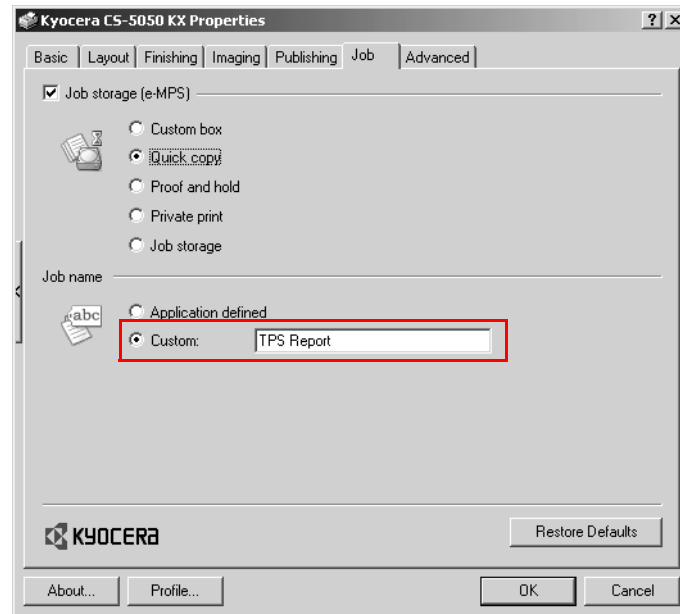
9 Advanced

The **Advanced** tab contains special features that extend the capabilities of the printing system. Click the button at the left of the feature name to open a dialog box containing options for that feature.

- Prologue/Epilogue inserts PRESCRIBE printing system language commands into specified pages or locations of a print job.
- Watermark adds semitransparent text to a print job.

Prologue/Epilogue

Prologue/Epilogue lets an experienced PRESCRIBE user insert one or more printing system language command files into specific locations of a print job. For example, a command file may contain a macro (series of commands called to accomplish a specific task), settings for printing system emulation, an electronic form, or a graphic object such as a logo or signature.

You can add or delete command file names in the list, or select a file to edit.

- To insert a command file into the print job and enable the features in the **Prologue/Epilogue** dialog box, select a file name from the list.
- To disable **Prologue/Epilogue** features and clear selection of all command files, select **[None]** at the top of the file list. (To disable a particular command file, select the file, then select **Unassigned**.)

Select Prologue/Epilogue File to Insert

From the list, select the name of a command file to insert into the print job. (If no file names are visible in the list, you must click **Add** to browse for files on your computer or network to add to the list.) Selecting a file enables the insertion point options for that file in the dialog box.

Add

Click **Add** to browse your computer or network for command files. The files are plain text format and typically have a file name extension of either .txt, or .log.

Edit

Select a file name in the list, then click **Edit**. Microsoft Notepad opens for editing the file text. To return to the Prologue/Epilogue dialog box, save any changes to the file and exit Notepad.

Note: Editing a file changes the original file in the computer or network directory.

Delete

Select a Prologue/Epilogue file name, then click **Delete**. In the message box, click **Yes** to confirm the deletion. To refuse the deletion, click **No**.

> **Note:** The file name only is removed from the Prologue/Epilogue list. The original file itself is not deleted; it remains in the computer or network directory.

Insertion Point

Each file in the list can be assigned only one insertion point. Choose one of the following insertion point options:

Unassigned

The selected command file is not inserted into the print job. This is useful if the list contains several command files, and you want to print some but not others. Select **Unassigned** for the files you do not want to print.

> **Note:** To disable all command files (thereby disabling the entire Prologue/Epilogue feature), select **[None]** at the top of the file list.

Beginning of the print job

The command file is inserted as the first page of the print job. The document starts printing on the second page.

End of the print job

The command file is inserted as the last page of the print job, which prints after the last page of the document.

> **Note:** The following **Start of the page** and **End of the page** insertion point options are available only when PCL 5e or PCL 5c is selected as the PDL (Page Description Language). For further details on changing the page description language, refer to *PDL Settings* on page 2-6.

Start of the page

The command file is inserted at the top of each page of the print job.

End of the page

The command file is inserted at the bottom of each page of the print job.

With **Start of the page** or **End of the page** selected, choose one of the following page options:

Only on odd pages

The command file is inserted into all odd-numbered pages.

Only on even pages

The command file is inserted into all even-numbered pages.

Pages

To insert the command file into specific pages, type individual page numbers separated by commas in the text box, or a page range separated by a hyphen.

For example, if you type **2** in the text box, the command file is inserted only into page 2. If you type **1**, **3**, **5-12** the command file is inserted into page 1, page 3, and pages 5 through 12.

If the **Pages** option is selected and you click **OK** without entering any numbers, you will be prompted to specify page numbers.

Watermark

Use the Watermark feature to create, arrange, and print semitransparent text in the background of a document. You can choose one of four standard watermarks or create your own text. The preview area at the left of the dialog box shows how the watermark appears on a page. This is useful for viewing any adjustments you make to the appearance and location of the text.

Select Watermark

Select a watermark from the **Select watermark** list. The selection list contains four standard watermarks: Confidential 1, Confidential 2, Sample and Copy. For details on creating your own watermarks, see *Add Watermark* on page 9-4.

Page selection

Page selection options are enabled after a watermark is selected from the list. Choose one of the following:

All pages

The watermark prints on every page of the document.

First page only

The watermark prints only on the first page of the document.

All pages except first page

The watermark prints on all pages of the document except the first page.

Only on specified pages

To print the watermark only on specific pages, type individual page numbers separated by commas in the text box, or a page range separated by a hyphen.

For example, if you type 2 in the text box, the watermark prints only on page 2. If you type 1, 3, 5-12 the watermark prints on page 1, page 3, and pages 5 through 12.

If the **Only on specified pages** option is selected and you click **OK** without entering any numbers, you will be prompted to specify page numbers.

Print onto front outside cover

Select **Print onto front outside cover** to print the watermark on a separate front cover page before the document prints. This option is enabled when **Cover mode** is selected in the **Publishing** tab.

If **Cover mode** and **Front outside** are selected in the **Publishing** tab, the **Print onto front outside cover** option in the **Watermark** dialog box shows as selected, but is disabled. This is because cover printing is already enabled by the two **Publishing** tab selections.

In the **Publishing** tab you can also select different media for the cover than that used for the rest of the print job. For further details, see *Printing with Covers* on page 7-1.

Add Watermark

You can create your own custom watermarks with different fonts, styles, colors, sizes, positions, and angles. You can also set **Count** to have the watermark appear multiple times on the page.

1 Click **Add** to open the **Add Watermark** dialog box.

2 Type a descriptive name for your watermark in the **Watermark name** text box. The name can be different from the actual watermark text. After the new watermark is added, the name appears in the **Select watermark** list.

3 Type the text you want to print as a watermark in the **Watermark text** box. Your text will appear in the preview area at the left of the dialog box.

4 To add the new custom watermark, click **OK**. To exit the dialog box without saving the watermark, click **Cancel**.

Additional Text Options

Fonts

Select a font for the new watermark from the **Font** list, and select a font style, color, and size.

In the **Count** box, enter the number of watermarks to appear on a page, from 1 to 20. Selecting a number greater than 1 in **Count** enables the **Spacing** option. Enter a number for the distance between multiple watermarks, in tenths of an inch or millimeters. The unit (inches or millimeters) is selected in the **User Settings** dialog box, accessed from the **Device Settings** tab. For further details on changing the unit, refer to *User Settings* on page 2-4.

Use the preview area and the **Position** or **Angle** features to adjust where the watermark prints on the page.
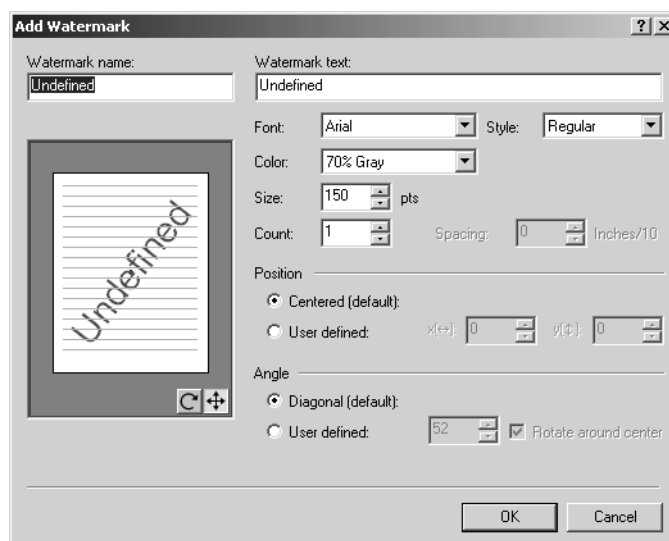
Position

Click the position button ⊞ to change the position of the watermark without changing the angle. Position the cursor anywhere in the preview area. Click and hold as you move the mouse, adjusting the watermark image as you want it to appear on the printed page.

The following options provide additional means for positioning watermark text:

Centered [default]: Places the center of the watermark text in the center of the page.

User defined: Select, and then use the x and y boxes to move the text from the center of the page:

- A positive x value moves the watermark text to the right.
- A negative x value moves the watermark text to the left.
- A positive y value moves the watermark text down.
- A negative y value moves the watermark text up.

Angle

Click the **angle** button ↻ to change the angle of the watermark. Position the cursor anywhere in the preview area. Click and hold as you move the mouse, rotating the watermark image to as you want it to appear on the printed page

The method of rotation is determined by selecting or clearing the **Rotate around center** check box at the far right of the dialog box. Select the check box to rotate text around its center; clear the check box to rotate text around its left end. You must select **User defined** in both **Angle** and **Position** to enable the **Rotate around center** option.

The following options provide additional means for positioning watermark text:

Diagonal [default]: Places the watermark at the default angle of 52 degrees.

User defined: Select to change the angle from the default value. Enter the number for the angle you want. An angle is measured in degrees, ranging from 0 to 360.

Selecting and Creating Custom Colors (Color Models Only)

1 To use a predefined color for the watermark text, select one from the **Color** list.

2 For more colors, select **Custom** at the bottom of the list. Click the [**…**] button to open the **Color** dialog box.

3 Click one of the **Basic colors** and click **OK**; or click **Define Custom Colors** to open the color spectrum panel.
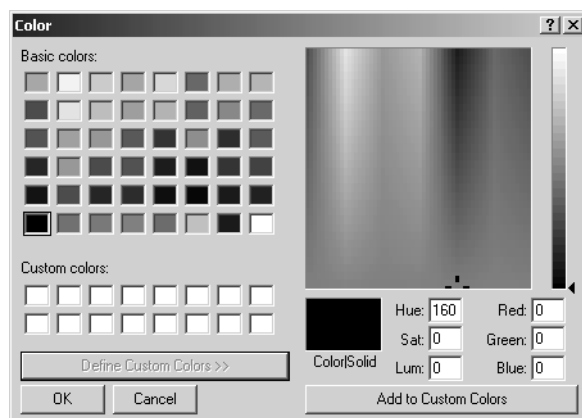
4 In the color spectrum, click and drag the pointer to different areas of the spectrum to adjust the hue and saturation levels. The corresponding numeric values appear in the **Hue**, **Sat**, and RGB (**Red**, **Green**, **Blue**) text boxes. Click and drag the slider at the right side of the color spectrum to adjust the luminosity (relative lightness or darkness) of a color. The corresponding numeric value appears in the **Lum** and RGB text boxes.

5 You can also create a specific color by typing numbers in the **Hue**, **Sat**, **Lum** or RGB text boxes.

6 Click **Add to Custom Colors** to save the new color to the **Custom colors** at the bottom left of the **Color** dialog box.

7 Click **OK** to save any new custom colors and close the **Color** dialog box. To close the dialog box without saving any new colors, click **Cancel**.

Edit Watermark

The **Edit Watermark** feature lets you select an existing watermark and make changes to its appearance and properties. For standard watermarks, the **Watermark name** and **Watermark text** cannot be changed.

1 From the **Select watermark** list, select a watermark to edit.

2 Click **Edit** to open the **Edit Watermark** dialog box.

3 Make any adjustments you want to the watermark. For details on how to change watermark properties, refer to *Add Watermark* on page 9-4.

4 When you are finished editing, click **OK** to save any changes you made to the watermark. To exit the dialog box without saving the changes, click **Cancel**.

Delete Watermark

The **Delete** feature lets you delete custom watermarks that were added. The standard watermarks cannot be deleted.

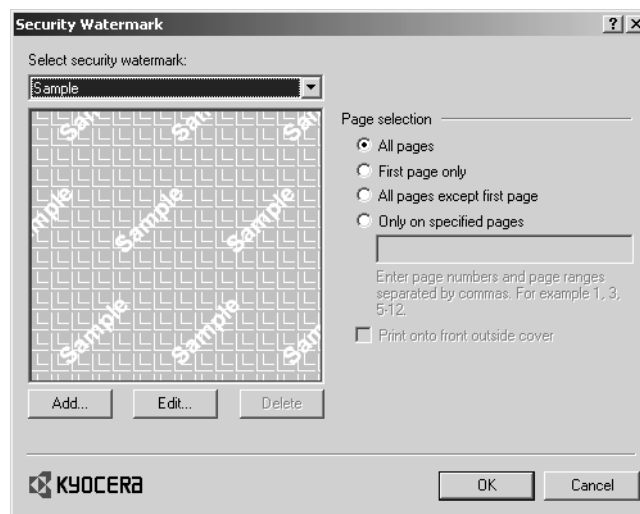**1** From the **Select watermark** list, select a watermark to delete.

2 Click **Delete**.

3 In the message box, click **Yes** to confirm the deletion. To refuse the deletion, click **No**.

Security Watermark

Security Watermark is an optional feature that is available with some printing systems. Security Watermark adds watermark text and a background pattern to a print job. The text blends into the background pattern making it nearly invisible when printed. If the printed document is photocopied, the security watermark will be visible. A security watermark can be used to help protect against unauthorized reproduction of documents, or simply to differentiate original documents from photocopies.

If Security Watermark is available for your printing system, the installation program will offer the opportunity to install it during installation of the printer driver. If you have already installed the printer driver, you can install Security Watermark using the installation CD-ROM that came with your printing system.

The Security Watermark feature is accessed from the **Advanced** tab. To enable the button that opens the **Security Watermark** dialog box, **PCL XL** must be selected as the **PDL** (Page Description Language). To view or change PDL settings, in the Windows Printers and Faxes folder right-click the icon for your printing system, and select **Properties**. Click the **Device Settings** tab, then click **PDL**.

To enable the **Security Watermark** feature, select a watermark from the list. You can choose one of four standard security watermarks, or create your own text. To disable the security watermark feature, at the top of the list select **[None]**. If **[None]** is selected, no security watermark is applied to the document, and all options in the dialog box are unavailable, except **Add**.

The preview area provides an idea of how the security watermark and background will appear on a photocopied page. It is useful for viewing any adjustments made to the appearance of the text. Only a section of the preview page is displayed; it does not show how the entire page will look. The preview shows all security watermark settings except **Pattern shading**, **Text contrast**, **Overprint**, and **Print as footer also**.

Security watermark is available only when these driver features are set as follows:

- **Scaling** set to 100%
- **Print size** set to 100%
- **Gutter – Reduce Image to Fit** set to Off
- **Multiple pages per sheet** set to Off
- **Booklet** set to Off
- **Watermark** set to Off
- **Poster** set to Off
- **Kyocera Image Refinement (KIR)** set to Off
- **Resolution** set to 600 dpi
- **EcoPrint** set to Off
- Monochrome **Brightness** and **Contrast** set to 0
- **Custom color adjustment** set to [None]
- **Color correction** set to Automatic

The **Select security watermark** list is constrained to **[None]** if any of these settings are changed. The reverse also applies: if Security Watermark is set to anything other than **[None]**, the settings are constrained by the driver to the following values:

- **Scaling** set to 100%
- **Print size** set to the same size as **Page size**
- **Gutter – Reduce Image to Fit** set to Off
- **Multiple pages per sheet** set to Off (pages per sheet is set to 1)
- **Booklet** set to Off
- **Watermark** set to Off
- **Poster** set to Off
- **Print Quality** set as follows:
  - **Custom** is set if it is one of the model's options. Custom selections are constrained as follows:
    - **Kyocera Image Refinement (KIR)** set to Off
    - **Resolution** set to 600 dpi
    - **EcoPrint** set to Off
  - If Custom is not one of the model's options, **600 dpi**, and either **High Quality**, **Proof**, or **Draft** is set, depending on the printing system model.
- Monochrome **Brightness** and **Contrast** set to 0
- **Custom color adjustment** set to [None]
- **Color correction** set to Automatic

Select Security Watermark

Select a watermark from the **Select security watermark** drop-down list. The selection list contains four standard security watermarks: **Confidential 1**, **Confidential 2**, **Sample** and **Copy**. For details on creating your own watermarks, see *Add Security Watermark* on page 9-9.

Note: The quality and effectiveness of the printed and photocopied security watermark is dependent on the particular printing system and the settings used. Before printing a security watermark, it is necessary to adjust the calibration and print calibration pages. It is also necessary to adjust the calibration, then print calibration pages, whenever certain changes are made to the printing system or security watermark settings. See *Adjust Calibration* on page 9-12 for more information on how to perform these important steps.

Page Selection

Page selection options are enabled after a security watermark is selected from the list. Choose one of the following:

All pages

The security watermark prints on every page of the document.

First page only

The security watermark prints only on the first page of the document.

All pages except first page

The security watermark prints on all pages of the document except the first page.

Only on specified pages

To print the security watermark on specific pages, type individual page numbers separated by commas in the text box, or a page range separated by a hyphen.

For example, if you type **2** in the text box, the security watermark prints only on page 2. If you type **1, 3, 5-12** the security watermark prints on page 1, page 3, and pages 5 through 12.

If the **Only on specified pages** option is selected and you click **OK** without entering any numbers, you will be prompted to specify page numbers.

Print onto front outside cover

Select this option to print the security watermark on the front cover page. **Print onto front outside cover** is enabled when **Cover mode** is selected in the **Publishing** tab. When printing is specified for the first page under **Page Selection** and **Front outside** is selected In the **Publishing** tab, **Print onto front outside cover** is automatically selected by the driver. (Even though the check box shows as selected, the option is disabled.)

If you want, in the **Publishing** tab you can also select different media for the covers than that used for the rest of the print job. For more details on **Cover mode**, see the **Publishing** chapter in the *Kyocera Extended Driver User Guide*.
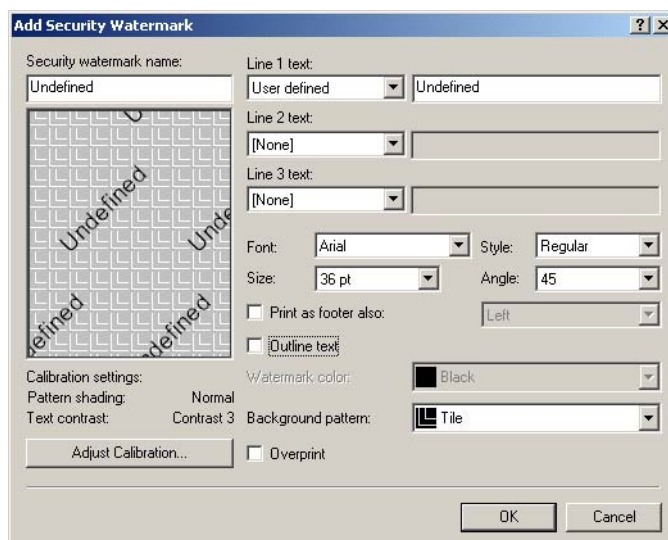
Add Security Watermark

You can create your own custom security watermarks with different fonts, styles, colors, sizes and angles. You can also make changes to the footer, footer position, background pattern, pattern shading, and text contrast. A maximum of 26 security watermarks can be added (in addition to the existing standard security watermarks).

Note: The **Add** button is unavailable when the number of security watermarks reaches the maximum of 30. You must delete items to make the **Add** button available again.

1 Click **Add** to open the **Add Security Watermark** dialog box.

2 Type a descriptive name for your watermark in the **Security watermark name** text box. The name can be different from the actual watermark text, but the name cannot be the same as one of the standard security watermark names. After the new watermark is added, its name appears in the **Select security watermark** drop-down list.

If you type the same name as a previously added security watermark, when you try to add the new watermark the driver will prompt you for a decision to replace the one that already exists. Click **Yes** to replace the existing security watermark with the new one, or click **No** to cancel the Add action.

If you do not type a name, and the name text box is left blank, the driver will prompt you to type a name. A security watermark cannot be saved with a blank name.

3 Up to three lines of text can be printed as a security watermark. Though the text lines (**Line 1**, **Line 2**, **Line 3**) are all optional, at least one of the lines must contain text.

To leave a text line blank, select **[None]** from that line's drop-down list.

With **User Defined** selected from the Line text drop-down list, type the text you want in the text box next to the drop-down list. The maximum length of each line of text is 39 characters. As you type, your text will appear in the preview pane at the left.

As an alternative to creating your own security watermark text, you can choose one of the following selections from the list. These options direct the printing system to retrieve information from the computer or printer driver to print the security watermark:

• Computer name	• Mac address	• Time
• Date and time	• User name	• IP address
• Job name	• Date	• Job ID

For date, time, and job selections, only a label for the selection will appear in the preview panel. When the job is printed, the actual date, time or job information will print as the security watermark text.

4 To add the new custom security watermark, click **OK**. To quit the dialog box without saving the watermark, click **Cancel**.

Additional Options

Fonts

Select a font for the new watermark from the **Font** list. The Security Watermark feature uses only TrueType fonts. Select a font **Size** and **Style**. To adjust the **Angle** of the text on the page, select from the list. An angle is measured in degrees, ranging from 0 to 180. The default is 45 degrees.

Print as Footer Also

Select this option to print the first available line of text (in the **Line 1**, **Line 2**, or **Line 3** text boxes) as a footer on the document page. Select **Left**, **Center**, or **Right** to position the text in the footer.

Since the actual security watermark text may not be visible on the document original, the footer can be useful for reproducing the text visibly in an inconspicuous place at the bottom of the page,

Outline Text

This option produces an effect on the photocopied page that is the reverse of the standard result. If the check box for **Outline text** is cleared (the standard printing option), the text is the darkest, most visible part of the photocopy. If selected, the background is the most visible part, creating an outline around the text which makes the text appear white. The default setting for **Outline text** is **On**.

Watermark Color

Select a **Watermark color** from the drop-down list for printing the security watermark text and background. The default is **Black**.

- For monochrome printing systems, the list is disabled, with Black as the only value.
- For color models, the available selections are **Black**, **Cyan** and **Magenta**.

Background Pattern

Select a **Background Pattern** from the drop-down list for printing the security watermark background. The default is **Tile**.

Available background pattern choices are:

- Wave
- Leaf
- Diamond
- Lattice
- Tile
- Plaid
- Square
- Crystal

Overprint

Select **Overprint** to print the security watermark over the document content, leaving the content visible. The effect is the security watermark seems blended in with the document content. This is useful for applications such as Microsoft Power Point and Internet Explorer, where the document content fills the entire page. If the **Overprint** check box is cleared, the security watermark is covered with the document content.

In the **Device Settings** tab's **PDL Settings** dialog box, if **GDI compatible mode** is selected, then Overprint is selected automatically.
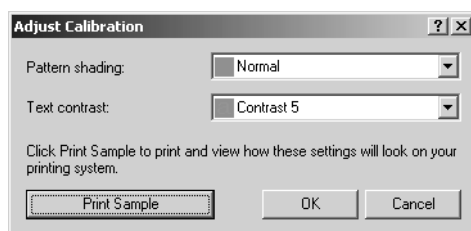
Adjust Calibration

Use this option to set and make adjustments to the **Pattern shading** and **Text contrast** for each individual security watermark. You can print sample calibrations to help you determine the appearance of the security watermark.

The quality and effectiveness of the printed and photocopied security watermark is dependent on the particular printing system and the settings used. Before printing a security watermark it is necessary to adjust the calibration, and then print calibration pages.

Calibration should be adjusted (and calibration pages printed) under these circumstances:

- Before using the Security Watermark feature the first time for each standard or custom security watermark.
- When the toner is replaced.
- After periods of heavy printing activity.
- When the physical printing device is replaced.
- After changing the background pattern.
- For color models, you must also make adjustments to the calibration if you change the **Watermark color**. The **Pattern Shading** and **Text contrast** values of the previously selected color may not produce the best results with a newly selected color.

1 Click **Adjust Calibration** to open the **Calibration Adjustments** dialog box.

2 **Pattern shading:** Select **Light**, **Normal**, or **Dark** from the list for the shading density to apply to the pattern background. The default is **Normal**.

3 **Text contrast:** Select a contrast level from the list to specify text darkness in relation to the background pattern. **Contrast 1** is the lightest against the background, and **Contrast 9** is the darkest. The default value for **Text contrast** varies with the printing system model.

4 **Print sample:** Click to print a sample page of the selected text contrast and background shading density. For comparison, the page also includes other text contrast options. Your settings are identified in the **Current selection** box bordered in black.

5 For best results, print three separate sample pages using each of the **Pattern shading** selections, **Light**, **Normal** and **Dark**. This will provide the best range of choices for **Pattern shading** and **Text contrast** settings.
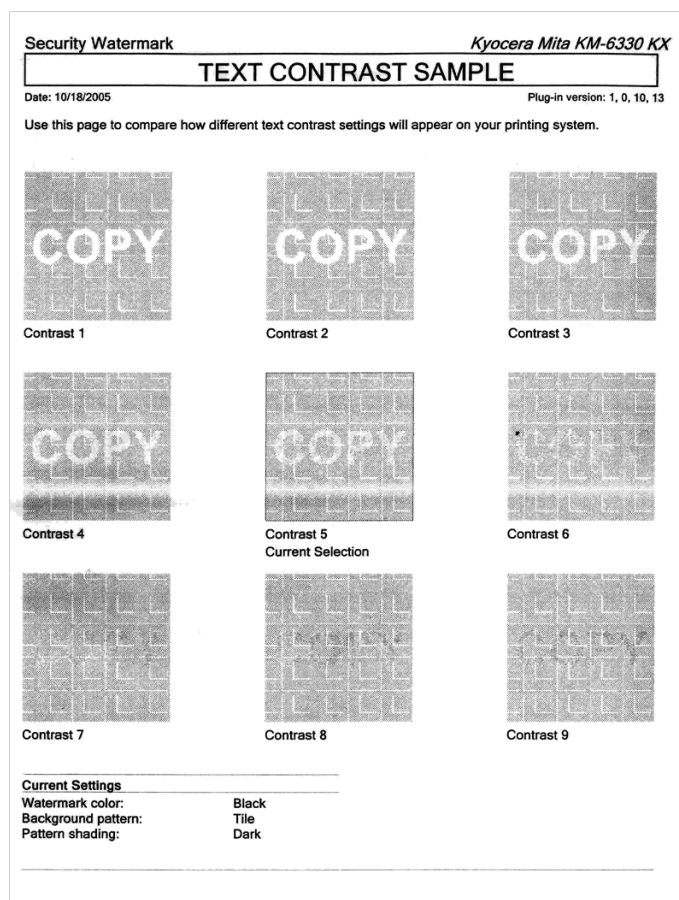
6 To ensure the security watermark will print and photocopy correctly, select the combination of **Pattern shading** and **Text contrast** settings where the text is the most nearly invisible.

7 To save your calibration adjustments, click **OK**. To quit the dialog box without saving new adjustments, click **Cancel**.

Edit Security Watermark

The **Edit Security Watermark** feature lets you select an existing watermark and make changes to its appearance and properties. For standard security watermarks, the **Security watermark name** and **Line 1**, **2**, and **3** text cannot be changed.

1 From the **Select security watermark** drop-down list, select a watermark to edit.

2 Click **Edit** to open the **Edit Security Watermark** dialog box.

3 Make any adjustments you want to the security watermark. For details on how to change security watermark properties, see *Add Security Watermark* on page 9-9.

4 When you are finished editing, click **OK** to save any changes you made to the security watermark. To quit the dialog box without saving the changes, click **Cancel**.

Delete Security Watermark

The **Delete** option lets you remove a custom security watermark that was previously added. The standard security watermarks cannot be deleted. If the watermark selected in the list is one of the standard security watermarks, the **Delete** button is disabled.

1 From the **Select security watermark** list, select a watermark to delete.

2 Click **Delete**.

3 In the message box, click **Yes** to confirm the deletion. To refuse the deletion, click **No**.

10 Profile

This feature lets you save printer driver settings as a profile. You can select multiple options in the **Printing Preferences** tabs, save them to a profile, and use all of them at once when you apply the profile. For example, you can save a profile with selected options for Print on both sides, landscape, and rear tray destination. You can also export profiles to other KX printer drivers on your computer and to other computers. A maximum 26 profiles can be saved in one driver, including the default profile.

A set of common profiles can be installed as optional components from the Printer Installation Wizard.

Note: The **Device Settings** tab options cannot be saved to a profile.

Add Profile

Follow these steps to create a new profile.

1 Select the options you want in each **Printing Preferences** tab.

2 Click **Profile**.
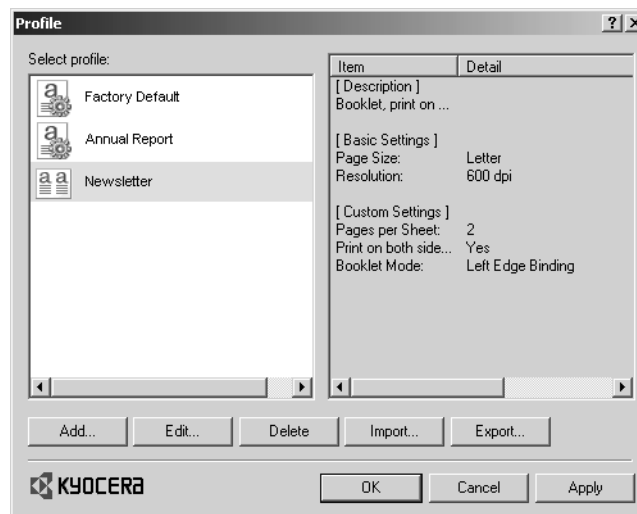
3 Click **Add** to open the **Add Profile** dialog box.
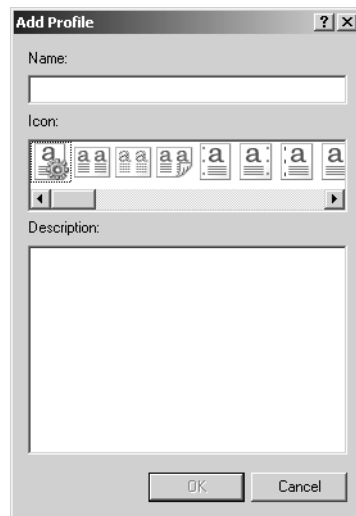
4 Enter a **Name** for the profile, select an **Icon**, and enter an optional **Description**. The name can be up to 31 characters, the description can be up to 255 characters.

5 Click **OK** to save the profile.

6 Click **Apply** to activate the selected profile to the current print job.

Note: To reset the printer driver to default settings, select the **Factory Default** profile and click **Apply**. This clears the settings of a selected profile.

Edit Profile

Follow these steps to edit a profile.

1 Click **Profile** in the **Printing Preferences** dialog box.

2 Select a profile and click **Edit.**

3 The **Edit Profile** dialog box appears. You can edit the **Name, Icon,** and **Description**.
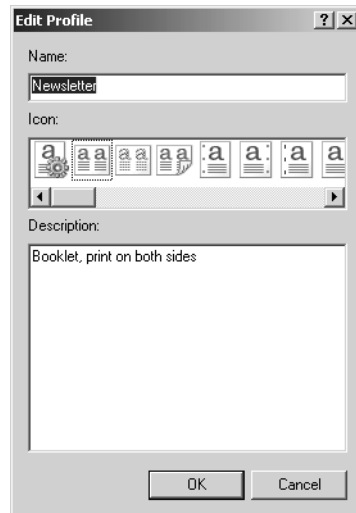
4 Click **OK** to save the profile.

Delete Profile

1 Click **Profile** in the **Printing Preferences** dialog box.

2 Select profiles and click **Delete**.

3 Click **Yes** to delete the profiles.

Import and Export Profile

You can export and save a profile on your computer and transfer it to other computers, then use it with other printing systems. Only one profile can be exported at a time. Use the import feature to import a profile.

Export

1 Click **Profile** in the **Printing Preferences** dialog box.

2 Select a profile and click **Export**.

3 The **Export Profile** dialog box appears. Name and save the profile.
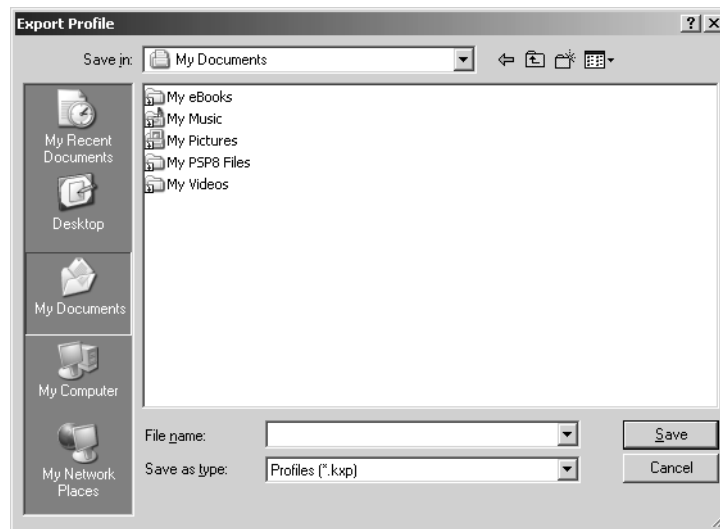
Import

1 Click **Import** in the **Profile** dialog box. The **Import Profile** dialog box appears.
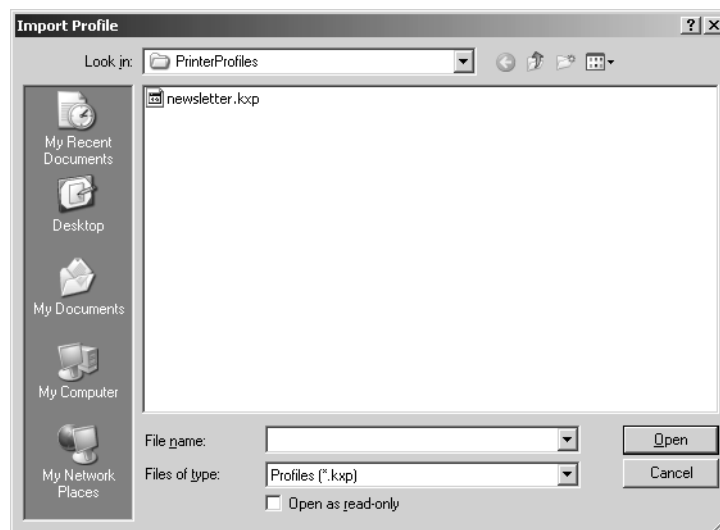
2 Select a profile and click **Open.**

3 The profile appears in the **Select profile** list.

Glossary

A   **Access code**   A four-digit code you must enter at the printing system's operation panel to print a Private Print job. An access code can also be used with the Job storage feature.

Auto Configure   Device settings feature that queries a printing system through the network and automatically retrieves settings for optional devices, memory, and RAM disk. Driver settings will be updated with information received from the physical printing system. Installed devices will be displayed in the 3-D image.

B   **Barcode reader**   Optional device that attaches to your printing system and scans barcodes on a print job or code list. You can use a barcode reader with Permanent, Temporary, or Virtual Mail Box jobs, to print them or delete them from the hard disk.

Booklet   Layout mode that prints a multi-page document in a booklet format by using a duplex unit. Two pages are printed on each side of a sheet to create a document that can be read like a book. For some models, finishing devices are available to fold and staple booklets.

C   **Cassette**   Input paper tray.

Custom box   Job option that stores print jobs in the printing system's memory for later printing from the operation panel. Custom box jobs are saved to boxes that are assigned to users, and can be restricted by password. Your printing system must have an installed hard disk to use this feature. 100 Custom boxes are set up on the printing system's hard disk at installation. The maximum number of Custom boxes is 1000.

D   **dpi**   Dots per inch. See also Resolution.

Duplex unit   Optional accessory that supports two-sided document printing.

E   **EcoPrint**   Printing mode that reduces the amount of toner placed on the printed page. It extends the life of the toner cartridge. Because toner saturation is reduced, the entire image, text and graphics, will appear lighter in the printed job. EcoPrint does not increase print speed. Ecoprint is also called Draft mode in some models.

e-MPS   Job storage that lets you store print jobs in the printing system's memory so that you can access and print the job again later from the printing system's operation panel. For most e-MPS options, an optional Hard disk must be installed.

F   **Fast printing**   Printing mode that decreases spool size and increases print speed.

Finisher   Optional device for stapling, folding, punching, or sorting print jobs.

G   **GDI compatible mode**   A page description language option that accurately reproduces what is viewed on the screen using the Microsoft Graphical Device Interface (GDI) component to render the document. It generates data in a raster printing format, creating a larger printable file.

Gutter Blank space on the left side or top of a printed page that can be increased by scaling down text and graphics. This supports stapling and hole punching. When used with Duplex printing, the enlarged blank space lines up evenly on both sides of the sheet. The larger blank space is created by shifting the printable area to the right or down as much as one inch (25.4 mm).

H **Halftone screen** Imaging process that breaks down an image into dots. An experienced user can adjust Halftone screen settings to create shades of gray in graphic images. Larger dots spaced close together create darker shades, and smaller dots spaced farther apart create lighter shades. Shading can be varied by adjusting the number of rows of dots, the angle at which rows of dots are placed, and the shape of the dots.

J **Job accounting** An accounting system that records and controls the number of pages printed by each account ID. Account IDs can be assigned at the printing system and stored in the driver. Once account IDs are assigned, use Job accounting to print in the Copy Management mode.

Job storage Job feature that saves print jobs for printing at a later time. Jobs are stored permanently on the printing system's optional Hard disk: they are not deleted when the printing system is powered off. Job Storage offers a secure print option using a four-digit Access code. Secure print jobs cannot be printed until requested, using the Access code, at the printing system's operation panel.

K **KM-NET** Software that provides network-wide management of printers and copiers.

Kyocera image refinement (KIR) Imaging feature that smoothes the edges of text and vector graphics.

M **Mailbox** Print job destination option that distributes print jobs to output trays when an optional device such as a Sorter stacker, Document finisher, or Mailbox is installed. Compare with Virtual Mailbox.

Manual duplex Method for printing on both sides of a sheet when the printing system does not support a duplex unit. After the first half of the print job has been printed, the job can be flipped over and fed from the cassette for the second side printing.

Monochrome Imaging mode that uses black toner only. When used with color models, all color settings are constrained.

MP tray Source tray used for labels, transparencies, envelopes, and custom printing media.

O **Offset jobs** Finishing mode that physically shifts each print job in the output tray. This feature requires an optional finishing device such as a Booklet stitcher or Multi finisher.

Operation panel The keys and display on the printing system. Use the operation panel to set options such as media type and RAM disk size, and to print jobs stored on the optional Hard disk.

P **PDL** Page Description Language. This is the language used by your computer to tell the printing system how to print a document. Availability of some printing options depends on the selected PDL. Available page description languages are PCL XL, PCL 5e (monochrome models only), PCL 5c (color models only), and KPDL.

Poster Layout feature for printing a document in a larger size than the maximum supported by the printer so the cumulative sheets can be assembled as a poster. Use this feature to print a document in a large, eye-catching poster format, up to 25 times larger than the original document size.

PRESCRIBE Kyocera's scripting language that you can use to embed commands into specified locations in a print job. See also Prologue/Epilogue.

Private print Job feature that sends secure print jobs to the printing system with a four-digit Access code and stores them in RAM disk memory or an optional Hard disk. The job is printed out at the operation panel by using the Access code.

Profile A set of user defined driver settings that you save as a group. Once saved, you can select a profile by name and apply its settings to a print job without selecting each feature individually.

Prologue/Epilogue Advanced feature that allows you to insert a macro into specific locations in the print job. An advanced user may choose to use this feature to embed a PRE-SCRIBE command that will call a macro to overlay PRESCRIBE form data or a graphic object, such as a logo or a signature, at a specific point in the print job.

Proof and hold Job feature that prints one copy of a multiple copy job and then stores the remaining copies in RAM disk memory or an optional Hard disk. Once the first copy has been reviewed, the remaining copies can be printed or deleted at the printing system's operation panel. Proof and hold jobs are stored temporarily and are deleted when the printing system is reset or powered off.

Q **Quick copy** Job feature that prints all copies of a job, then saves the job on the printing system's optional Hard disk temporarily for later access. The stored Quick copy jobs can be accessed from the printing system's operation panel.

R **RAM disk** A feature that lets you set up an area within the printing system memory as a virtual hard disk for faster printing. RAM disk is not an attached device, but an allocation of existing printing system memory. RAM disk is temporary. All data sent to RAM disk memory will be lost when the printing system is reset or the power is turned off.

Resolution The number of dots printed in one inch. Higher resolution improves the quality of detailed printed images.

Reverse page order Print output option that sends a print job to a destination from the last page to the first. This option is unavailable when Printer default is selected.

Rotate copies Finishing mode that draws every other copy from a separate tray and stacks them in a collated, multi-copy print job. The final stack clearly distinguishes each copy horizontally and vertically. For restrictions see *Finishing* chapter.

S **Separation** Finishing option that stacks print jobs in an output tray so that one print job or copy is clearly distinguished from another. Separation options include Offset jobs and Rotate copies.

T   **Transparency**   Clear sheet used as printing media.

Transparency interleaving   A Publishing feature that inserts a backing sheet between printed transparencies. The backing sheet, also known as an interleaf, helps keep transparencies clean and prevents the transparencies from clinging together.

U   **User login**   Registers users with a user name and password. User login provides job restriction by user, in contrast to the Job accounting feature, which assigns privileges by division or department. A maximum of 1000 login user names and passwords can be registered at the printing system. One hundred user names and passwords can be stored in the printer driver

W   **Watermark**   Advanced feature that lets you add semitransparent text to a document.

Appendix: Available Fonts

MTI (AGFA) 80 FONTS			
Font Name	**File Name**	**Font Name**	**File Name**
Albertus Extra Bold	**KYCW1_1.TTF**	*ITC Avant Garde Gothic Book Oblique*	**KYCW1_48.TTF**
Albertus Medium	**KYCW1_0.TTF**	**ITC Avant Garde Gothic Demi**	**KYCW1_49.TTF**
Antique Olive	**KYCW1_2.TTF**	***ITC Avant Garde Gothic Demi Oblique***	**KYCW1_50.TTF**
Antique Olive Bold	**KYCW1_4.TTF**	**ITC Bookman Demi**	**KYCW1_53.TTF**
Antique Olive Italic	**KYCW1_3.TTF**	***ITC Bookman Demi Italic***	**KYCW1_54.TTF**
Arial	**KYCW1_5.TTF**	ITC Bookman Light	**KYCW1_51.TTF**
Arial Bold	**KYCW1_7.TTF**	*ITC Bookman Light Italic*	**KYCW1_52.TTF**
Arial Italic	**KYCW1_6.TTF**	*ITC Zapf Chancery Medium Italic*	**KYCW1_79.TTF**
Arial Bold Italic	**KYCW1_8.TTF**	Zapf ITC Zapf Dingbats	**KYZAPF.TTF**
CG Times	**KYCW1_27.TTF**	Letter Gothic	**KYCW1_19.TTF**
CG Times Bold	**KYCW1_29.TTF**	**Letter Gothic Bold**	**KYCW1_21.TTF**
CG Times Italic	**KYCW1_28.TTF**	*Letter Gothic Italic*	**KYCW1_20.TTF**
CG Times Bold Italic	**KYCW1_30.TTF**	Marigold	**KYCW1_22.TTF**
CG Omega	**KYCW1_23.TTF**	New Century Schoolbook Roman	**KYCW1_67.TTF**
CG Omega Bold	**KYCW1_25.TTF**	**New Century Schoolbook Bold**	**KYCW1_69.TTF**
CG Omega Italic	**KYCW1_24.TTF**	*New Century Schoolbook Italic*	**KYCW1_68.TTF**
CG Omega Bold Italic	**KYCW1_26.TTF**	***New Century Schoolbook Bold Italic***	**KYCW1_70.TTF**
Clarendon Condensed Bold	**KYCW1_9.TTF**	Palatino	**KYCW1_71.TTF**
Coronet	**KYCW1_10.TTF**	**Palatino Bold**	**KYCW1_73.TTF**
	KYCW1_11.TTF	*Palatino Italic*	**KYCW1_72.TTF**
Courier Bold	**KYCW1_13.TTF**	***Palatino Bold Italic***	**KYCW1_74.TTF**
Courier Italic	**KYCW1_12.TTF**	Σψμβολ Symbol	**KYSYM.TTF**
Courier Bold Italic	**KYCW1_14.TTF**	Symbol SymbolPS	**KYSYM1.TTF**
CourierPS	**KYCW1_55.TTF**	Times Roman	**KYCW1_75.TTF**
CourierPS Bold	**KYCW1_57.TTF**	**Times Bold**	**KYCW1_77.TTF**
CourierPS Oblique	**KYCW1_56.TTF**	*Times Italic*	**KYCW1_76.TTF**

CourierPS Bold Oblique	**KYCW1_58.TTF**	*Times Bold Italic*	**KYCW1_78.TTF**
Garamond Antiqua	**KYCW1_15.TTF**	Times New Roman	**KYCW1_31.TTF**
Garamond Halbfett	**KYCW1_17.TTF**	**Times New Roman Bold**	**KYCW1_33.TTF**
Garamond Kursiv	**KYCW1_16.TTF**	*Times New Roman Italic*	**KYCW1_32.TTF**
Garamond Halbfett Kursiv	**KYCW1_18.TTF**	***Times New Roman Bold Italic***	**KYCW1_34.TTF**
Helvetica	**KYCW1_59.TTF**	**Univers Bold**	**KYCW1_37.TTF**
Helvetica Bold	**KYCW1_61.TTF**	**Univers Bold Condensed**	**KYCW1_41.TTF**
Helvetica Oblique	**KYCW1_60.TTF**	***Univers Bold Italic***	**KYCW1_38.TTF**
Helvetica Bold Oblique	**KYCW1_62.TTF**	***Univers Bold Condensed Italic***	**KYCW1_42.TTF**
Helvetica Narrow	**KYCW1_63.TTF**	Univers Medium	**KYCW1_35.TTF**
Helvetica Narrow Bold	**KYCW1_64.TTF**	Univers Medium Condensed	**KYCW1_39.TTF**
Helvetica Narrow Oblique	**KYCW1_65.TTF**	*Univers Medium Italic*	**KYCW1_36.TTF**
Helvetica Narrow Bold Oblique	**KYCW1_66.TTF**	*Univers Medium Condensed Italic*	**KYCW1_40.TTF**
ITC Avant Garde Gothic Book	**KYCW1_49.TTF**	✢✳◼Ƴ♌ Wingdings	**KYWD_29.TTF**

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